

# BOARD OF SUPERVISORS

## Brown County



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### PLAN, DEV. & TRANS. COMMITTEE

Bernie Erickson, Chair  
Mike Fleck, Vice Chair  
Norbert Dantine, Dave Kaster, Dan Haefs

### PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

Monday, July 27, 2009  
Approx. 7:30 p.m. (Following Land Con SubCmte)  
Room 161, Ag & Extension Center  
1150 Bellevue Street

- I. Call meeting to order.
- II. Approve/modify agenda.
- III. Approve/modify minutes of the June 22, 2009 and Special June 30, 2009.
1. Review minutes of:
  - a) Code of Ordinances Chapter 21 Subdivisions Update Technical Advisory Committee (TAC) (3/26/09).
  - b) Harbor Commission (6/8/2009).
  - c) Planning Commission Board of Directors (6/3/2009).
  - d) Planning Commission Board of Directors Chapter 21 Subdivisions Ordinance Revision SubCommittee (5/28/2009).

### Communications

2. Communication from Supervisor Erickson re: Look into burning garbage & waste in Brown Co.

### Bay-Lake Regional Planning Commission/Planning Department

3. Project Report Presentation 2001 Forward.

### Planning and Land Services

#### Planning Commission

4. Grant Application Review (#09-32): Climate Showcase Communities.
5. Report regarding Brown County Planning Commission activities.
6. Report regarding Bay Lake Regional Planning Commission activities.
7. Staff update on potential sale and development options of land south and east of the Brown County jail site.

### **Highway/Planning Commission**

8. Updates on CTH GV (standing item).

### **Highway**

9. Review of Rights of Landowners – Wisconsin Statutes.
10. June 2009 Budget to Actual.
11. Review State Formula or Procedure Pertaining to County Obtaining Property.
12. Discussion with Possible Action re: Leftover Funding from Hwy V/Limn Kiln Project.
13. Director's Report.

### **Airport**

14. Legal Opinion from Corporation Counsel John Luetscher regarding the Gift Shop Minimum Annual Guarantee.
15. Roof Bid Replacement on the Terminal (bid tabulation sheet to be distributed at meeting).
16. Airport Financials.
17. Director's Report.

### **Port and Solid Waste**

18. Foreign Trade Zone Subzone Operations Agreement – Request for Approval.
19. Resolution re: To increase Brown County's Solid Waste Disposal Fee by the Current State of Wisconsin Increase.
20. Director's Report.

### **UW Extension**

21. Grant Application Review (#09-31): Brown County Fruit and Vegetable Access Audit.
22. Resolution re: Change in Table of Organization UW-Extension Department Addition of Limited Term Employee (Fruit and Vegetable Access Coordinator).
23. Resolution re: Change in Table of Organization UW-Extension Department Addition of Limited Term Employee (Healthy Lifestyles Youth Coordinator).
24. Director's Report.

### **Register of Deeds**

25. Budget Status Financial Report for June 2009. No other agenda items

**Land Information Office** - No agenda items.

**Property Listing** – No agenda items.

**Zoning** – No agenda items.

### **Other**

26. Resolution re: Requesting that the State of Wisconsin Department of Transportation Exclude Roundabouts in that portion of the US-41 Project Involving Roads in Brown County.
27. Audit of bills.
28. Such other matters as authorized by law.

Bernie Erickson, Chair

### **Attachments**

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

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**PROCEEDINGS OF THE BROWN COUNTY  
PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Planning, Development & Transportation Committee** was held on Monday, June 22, 2009 in Room 114 – AG & Extension Center, 1150 Bellevue Street, Green Bay, WI

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**Present:** Norb Dantine, Bernie Erickson, Mike Fleck, Dan Haefs, Dave Kaster  
**Also Present:** Tom Hinz, Brian Lamers, Chuck Larscheid, Tom Miller  
Chuck Lamine, Cole Runge  
Supervisors Andrews, Clancy, Evans, Krueger, Scray, VanderLeest  
WI DOT Representatives  
Other Interested Parties

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- I. **Call Meeting to Order:**  
Meeting called to order by Chairman Bernie Erickson at 5:30 p.m.
- II. **Approve/Modify Agenda:**  
  
Motion made by Supervisor Dantine and seconded by Supervisor Fleck to approve the agenda. **MOTION APPROVED UNANIMOUSLY**
- III. **Approve/Modify Minutes of June 22, 2009:**  
  
Motion made by Supervisor Fleck and seconded by Supervisor Kaster to approve. **MOTION APPROVED UNANIMOUSLY**
1. **Review Minutes of:**
  - a. Harbor Commission (5/11/2009)
  - b. Planning Commission Board of Directors (5/18/2009)
  - c. Planning Commission Board of Directors Chapter 21 Subdivisions Ordinance Revision Sub-Committee (4/30/2009)
  - d. Planning Commission Board of Directors Transportation Sub-Committee (5/18/09)
  - e. Solid Waste Board (4/27/2009)  
Motion made by Supervisor Dantine and seconded by Supervisor Kaster to suspend the rules and receive and place on file 1a, b, c, d, & e.  
**MOTION APPROVED UNANIMOUSLY**

**Communications:**

2. **Communication from Supervisor Erickson re: Refer to staff to meet with Bay Lakes to reduce the fee charged to Brown County:**

Chuck Lamine of the Planning Department explained that he has discussed the issue of the \$84,000 annual fee with Mark Walters of Bay Lakes and will report back on any outcome at the next meeting.

**Motion made by Supervisor Haefs and seconded by Supervisor Fleck to report back in 30 days with information related to the Bay Lakes fee.**

**MOTION APPROVED UNANIMOUSLY**

3. **Communication from Supervisor VanderLeest re: Request for each Standing Committee to forward a list of priorities to the County Executive for preparation of the 2010 budget:**

Supervisor VanderLeest was not present. County Executive Hinz indicated that he will be meeting with all department heads to establish budget priorities. A request was made for department heads under this standing committee to forward their budget priorities ahead of time to the County Executive and that they be addressed again at the July meeting.

A suggestion was made by Supervisor Haefs that the Advance budget be reviewed at the next meeting of this committee.

**Motion made by Supervisor Dantine and seconded by Supervisor Kaster to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**Highway:**

4. **May 2009 Budget to Actual:**

Brian Lamers reported that 63% of the winter maintenance dollars have been used, which is in line with other years.

**Motion made by Supervisor Dantine and seconded by Supervisor Fleck to receive and place on file. MOTION APPROVED UNANIMOUSLY**

5. **Director's Report:**

Brian Lamers distributed a list of Highway employees who have worked over 12 hours in the last reporting period (attached). Most all work related to State projects.

In addition, he supplied information relative to a request for the cost of road sealing, indicating that cold mix would cost \$101,900, with hot mix at \$113,000. The original plan had been to patch until construction is scheduled in 2010 (dollars already included in the present operational budget). Consensus was to retain the present budget plan.

Salt bids have risen from \$23.23 a ton to \$56.58.

**Motion made by Supervisor Dantine and seconded by Supervisor Fleck to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**Highway Planning Commission:**

6. **Updates on CTH GV (standing item):**

Cole Runge, Chuck Lamine, & Brian Lamers updated the committee on the status of the CTH GV project. Tasks completed between 5/18/09 and 6/15/09 for this project include:

- Land uses planned for the project corridor have been examined.

- The amount of developable land for each parcel along the project corridor has been identified.
- Using the developable land and planned land use, calculations have been made to determine appropriate assessments for property owners along the project corridor.
- Sections of GV that require patching or other spot improvements prior to the reconstruction project have been identified.
- Right-of-way acquisition and utility installation is proceeding.
- The location of a new Fox River Bridge and street/highway corridor through the Environmental Impact Statement (EIS) is in process.
- Application has been made for necessary permits from state and federal environmental agencies.
- Discussion continues related to if the reconstructed highway should be four lanes or if another design is appropriate.
- Progress of the FEMA floodway/floodplain mapping project is being monitored.

Supervisor Kaster addressed the issues he has with reconstruction and staff agreed to continue to consider his concerns.

**Motion made by Supervisor Dantine and seconded by Supervisor Fleck to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**Planning & Land Services:**

**Planning Commission:**

**Planning Commission**

7. Budget Status Financial Report for May 31, 2009.

**Property Listing:**

8. Budget Status Financial Report for May 31, 2009.

**Zoning:**

9. Budget Status Financial Report for May 31, 2009.

**Motion made by Supervisor Dantine and seconded by Supervisor Fleck to suspend the rules and receive and place on file #'s 7, 8, & 9.**

**MOTION APPROVED UNANIMOUSLY**

**Port & Solid Waste:**

10. Budget Status Financial Report for April 30, 2009 and May 31, 2009: April 31, 2009 budget as presented in packet material was reviewed. An updated report ending May 31, 2009 was distributed and is attached. Larscheid explained that expenses are under budget. The MRF operation will cease in July. Revenues are under budget, with solid waste fees under because of light spring waste disposal.

**Motion made by Supervisor Dantine and seconded by Supervisor Kaster to receive and place on file. MOTION APPROVED UNANIMOUSLY**

11. **Request for Budget Transfer (#09-37): Increase in Expenditures with Offsetting Increase in Revenue: To reflect additional grant funding and donations, along with a transfer from the Port to cover the costs of the Historical Signage Project, Fox River Trail:**

Larscheid explained that this budget transfer will increase expenditures and offset revenues to reflect additional grant funding and donations, along with a request from the Port to cover the cost of a historical signage project on the Fox River Trail. Port & Solid Waste will provide \$3,000 from harbor fees, with the remaining to be paid by the Parks Department.

**Motion made by Supervisor Fleck and seconded by Supervisor Haefs to approve. MOTION APPROVED UNANIMOUSLY**

12. **Grant Application Review (#09-27): Cat Island Chain Restoration Project:**  
Larscheid explained that the Port of Green Bay needs a cost effective disposal facility to meet dredging needs at the Green Bay Harbor. It appears the most cost effective disposal alternative is to restore the Cat Island Chain of Islands using clean outer harbor sediments. The US Army Corps of Engineers and Brown County have long studied this project and Brown County has identified an innovative method of financing that limits state and local financial commitments while maximizing return on investment.

Brown County is proposing to independently construct 35% of the Cat Island Chain in order to reduce local and state project costs. They plan to use \$8.32M in state and local funds to leverage \$22M in federal funds. The construction of 35% of the project qualifies for an 80/20 cost share from the HAP grant program.

Larscheid explained that the project is expected to require 40% of the Port Manager time, and 100% of a newly hired limited term project manager for an 18 to 24 hour time period, cost to be reimbursed by grant applied to local cost share. In summary, \$800,000 will come from NRDA funds, \$864,658 from the Harbor Fee Fund, with the remaining from Harbor dredging funds and in-kind contributions.

**Motion made by Supervisor Haefs and seconded by Supervisor Dantine to approve. MOTION APPROVED UNANIMOUSLY**

13. **Resolution re: Authorizing a Harbor Assistance Program (HAP) Grant Application:** See above for details.

**Motion made by Supervisor Dantine and seconded by Supervisor Fleck to approve. MOTION APPROVED UNANIMOUSLY**

14. **Renard Island Update:**

Larscheid distributed plans for a proposed causeway on Renard Island. Plans will be shared with the City of Green Bay who has expressed interest in a permanent structure.

**Motion made by Supervisor Dantine and seconded by Supervisor Fleck to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**15. Director's Report:**

The following activities were highlighted by Mr. Larscheid:

- The State has increased fees from \$4.40 per ton to the already \$5.90 per ton assessed for waste disposal. The Joint Finance Committee has proposed an additional \$2.70 or a total of \$7.10 to be added to the \$5.90. If approved, Larscheid stated the increase will have to be passed on to customers. Contact has been made with state legislators. Representatives Ott and Nygren replied that they would oppose the increase, and Senator Hansen expressed concerns.
- Brown County Recycling Facility will be closing by the end of the month. Waste will be transferred to Outagamie County by Badgerland Transport who was awarded the contract.
- Gas to energy project has been up and running since April with only 70% of the gas coming out. The design is being investigated.
- Single Stream Recycling Facility will be opening on July 13<sup>th</sup>. An Open House will be held on the 15<sup>th</sup> for the general public.

**Motion made by Supervisor Fleck and seconded by Supervisor Dantine to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**Airport:**

**16. Airport Financials:**

A report through May 31, 2009 was distributed and is attached. Tom Miller explained that at the end of May all expense amounts were in line with the annual budget. Miller indicated that while revenue is under budget, the report does not reflect upcoming FAA grants for the new snow removal equipment building or runway work.

**Motion made by Supervisor Fleck and seconded by Supervisor Kaster to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**17. Agreement between DMH Inc. & Brown County for space at Austin Straubel Airport:**

Jack Hill addressed the committee, presenting information relative to a lease agreement between Brown County and DMH Inc. Hill requested that the MAG (minimum annual guarantee) be reduced to current conditions, or \$60,000 per year for the remainder of the 3 year contract. Hill stated that since the lease was written, imposed security at the airport has impacted traffic, thus sales in his shop. In addition, he requested that cheese products no longer be allowed for sale in the restaurant because of the effect on his business.

Members of the committee asked for more time to review the paperwork that was distributed, recommending that it also be reviewed by Corporation Counsel and come back to committee in July. Chairman Erickson also asked for updated numbers from 2006 to the present.

**Motion made by Supervisor Kaster and seconded by Supervisor Haefs to refer to Corporation Counsel and bring back in July.**

**MOTION APPROVED UNANIMOUSLY**

**18. Director's Report:**

Tom Miller highlighted the following activities during the last reporting period:

- Paperwork for the stimulus grant (\$2.3M) has been signed and will be used for partial repair and replacement of the north/south runway.
- A meeting was held with United Airlines who have added back a flight to Chicago, which was removed last fall, and in addition will be adding another flight in September, bringing them to seven flights daily to Chicago.
- Midwest Airlines is opening a daily trip to Louisville beginning August 2<sup>nd</sup>.
- Delta continues to mold Delta and Midwest to a single company. An 8 a.m. trip to Minneapolis will be reduced.
- Have been working with the Chamber to develop additional traffic.

**Motion made by Supervisor Fleck and seconded by Supervisor Kaster to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**Register of Deeds:**

- 19. Budget Status Financial Report for April 2009 and May 2009.  
No other Agenda items.**

**Motion made by Supervisor Fleck and seconded by Supervisor Dantine to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**Other:**

- 20. Discussion re: Roundabouts including a brief presentation by State DOT:**  
Chairman Erickson first brought forward comments published in the Green Bay Press Gazette made by Mike Berg of the State DOT which indicated that the project has been approved and any local opposition is unlikely to alter the state's plans. "It's going to happen. We have the funding", Berg is quoted as stating. Berg replied that the quote was taken out of context, that although the project is going to happen and there is funding, he does take public comment seriously and information gathered is being considered.

Mike Berg, Director of the State DOT and Northeast Region introduced Bret Wallace, Program Manager; Bob Sherman, Traffic Engineer; Chad DeGraves, Project Manager; and Mark Lenters, Design Engineer.

Mr. Wallace explained they were here to address specific concerns and issues brought forward at their previous presentations before the Executive Committee and County Board. A brief overview was given, with Mr. Wallace explaining that the Highway 41 corridor project covers 17 miles in Winnebago County, 14 miles in Brown County, including 13 interchanges, 9 to be constructed in Brown County. Construction is projected to begin in Brown County in 2010. There are 44 roundabouts planned over the corridor, 28 in Brown County, 26 being multilane and two being single lane. Those locations being considered include Scheuring Road, Main Street, Oneida Street, Lombardi Avenue, Mason Street, Shawano Avenue, Velp Avenue, and Lineville Road. Mr. Wallace stated that statistics show that roundabouts are safer, operate better, and cost less.



Specific issues brought forward previously involve Packer traffic on Lombardi Avenue, safety issues, large truck operation, business viability, pedestrian crossings, public perception, etc. First addressing the interchange at Lombardi Avenue, Wallace stated the focus was to design for peak hour traffic, making the intersection safe and well operated. Again, he stated, that statistics show that roundabouts will move traffic better and provide better service than traffic signals. Simulations were used, comparing the speed of traffic moving west on Lombardi and south onto Hwy 41.

Randy Schultz of the Brown County Sheriff's Department addressed the issue of Packer game traffic and roundabouts in general, stating that he supports the concept, opining that fewer officers will be needed when moving traffic on game days as there will be two lanes going west rather than one. Although he expects some traffic incidents, they will be less serious with fewer fatalities because of the slower speeds through the roundabouts.

Supervisor Pat Evans disagreed with Schultz, opining that professional officers on site will move traffic through the intersection more efficiently.

Supervisor John VanderLeest reiterated his remarks of a previous meeting, requesting a study be done at a similar sports facility, stating that the examples given were not relevant to the Packer situation, i.e. a Michigan college stadium, a smaller stadium in Denver, and a speedway. He also again expressed concerns for truck traffic, and loss of business, opining that people will avoid roundabouts and business will be affected if there is a roundabout at every exit off of US 41.

*(Supervisor Dan Haefs excused 7:43 p.m.)*

**Motion made by Supervisor Dantine and seconded by Supervisor Kaster to suspend the rules to allow interested parties to speak.**  
**MOTION APPROVED UNANIMOUSLY**

**Jerry Watson** – A former truck driver, Mr. Watson does not support roundabouts.

**Ted Pamperin** – Retired President of the Village of Ashwaubenon stated that since he has retired, he has traveled extensively throughout the United States and encountered no roundabouts until returning to DePere, where he was stopped by police for changing lanes in the roundabout. It is his opinion also, that the business community will suffer.

**Mark Murphy** – DePere resident and President of the Green Bay Packers. Mr. Murphy stated that the Packer organization has concerns with a roundabout at the US 41 intersection and Lombardi Avenue, in addition to the Oneida Street intersection. He stated that although the Packers want to cooperate with the state, they feel the current traffic flow during game days is workable and that roundabouts would be an risky experiment.

**Ken Seidl** – Ashwaubenon Trustee  
Seidl stated he would support the roundabout plan in Ashwaubenon, although had some concerns with the Marlee Lane intersection. He stated that a

presentation made by the State DOT to the Ashwaubenon Village Board resulted in overall satisfaction of their explanation.

**Mike Aubinger – President, Village of Ashwaubenon**

Although he and the Village Board are not against the concept of roundabouts, Aubinger stated they do have concerns as do others with Packer game traffic, business, and truck traffic, along with pedestrian issues. He stated there are challenges that have not yet been answered.

**Bob Young – Forty Year Resident of Ashwaubenon**

Supports the concept of roundabouts, pointing out they are less costly than lights. He noted there are no issues with them in Howard, that there is easy access and they are safer, if you follow the rules. He urged that the County move forward and support the plan for the future youth.

**Nelson Caville – 3116 Summer Place, Green Bay**

Asked if those that are against roundabouts have analyzed data related to safety, cost, operation, efficiency of signals, etc. Stated it is the responsibility of officials to do what is safe, cost effective, better for the environment and the community as a whole.

**Tom Hinz – Brown County Executive**

Mr. Hinz spoke not only as the County Executive, but as an individual in the community, pointing out that when a new jail design was suggested there was opposition. Training and education has shown that the concept has worked. He agreed the concept of roundabouts should move forward for the youth, and because of safety and fewer fatalities. He listened to the Mayor of Indiana who shared his experience that in his community roundabouts have been found to be safer, cheaper, more energy efficient, and are esthetically pleasing.

**Tim Holein – Spancrete**

Spancrete is a trucking firm who moves large bridge girders around the state, anywhere from 165' to 225' including the truck. Mr. Holein stated that the DOT has made great efforts to address egress issues from their plant onto the planned roundabout and continue to work with them on issues throughout the state. He stated he is very pleased with their efforts.

**Motion made by Supervisor Kaster and seconded by Supervisor Fleck to return to regular order of business. MOTION APPROVED UNANIMOUSLY**

Chairman Erickson presented a draft resolution for consideration, which reads in summary that the State of Wisconsin is commencing improvement on US Hwy 41, Northeastern Wisconsin; that the Brown County portion of the expansion project shall involve eight interchanges along US 41. Citizens have expressed concerns regarding pedestrian safety in regard to roundabouts including negative impact on commercial properties in the reconstruction zone, with traffic volumes on the affected roadways, that roundabouts will not provide effective traffic flow and with concerns that roundabouts are discriminating toward handicapped individuals.

In light of these facts, Supervisor VanderLeest suggested there be no roundabouts at Lombardi Avenue or in the area used by Spancrete. He again expressed concern for the future business community.

Brian Lamers, Highway Superintendent, urged that the committee and the County Board first consider safety.

Supervisor Fleck spoke in favor of the plan for the future, stating he would not support the resolution, pointing out that the DePere roundabout is overall working well, stating it is hard to judge at this time with Hwy 172 closed, estimating 4,000 to 5,000 more cars than usual. Since in operation, there have been no serious accidents.

Supervisor Kaster opined roundabouts may not fit everywhere, expressing concerns with Packer game day traffic at Lombardi and truck traffic.

Supervisor Dantine will not support the resolution as he supports the concept of roundabouts, stating that the DOT has worked with Spancrete and with the Packers to solve any issues they may have. He pointed out that not all traffic goes west and then south after a game, but many go east and north also. He noted that the design on Lombardi cannot be for only the eight or so games that are held during the year.

Supervisor Mary Scray stated that although the single lane roundabouts have worked well in Howard, she questions the multi-lane design.

Brett Wallace of the DOT expressed disappointment that they were not able to address all the issues which have been brought forward at previous meetings, which he stated, they came prepared to do. Statistics from other areas show that business has increased, and roundabouts have had a positive impact.

Supervisor Carol Andrews expressed concern with foot traffic in the Mason Street area, asking that the pedestrian factor be considered.

Mike Berg of the DOT indicated all issues will be taken into consideration, stating they wish to accommodate all concerns as they are interested in success.

Mr. Wallace added they will continue to work with the Packers to assure them that roundabouts are an acceptable alternative.

**Motion made by Supervisor Dantine and seconded by Supervisor Fleck that the committee not support the resolution, but to ask the DOT to continue working with the Packer Organization on the Lombardi intersection, and with local municipalities on cross walks for pedestrians.**  
**MOTION APPROVED UNANIMOUSLY**

**Land Information Office** – No Agenda Items

**Other:**

**21. Audit of Bills:**

**Motion made by Supervisor Kaster and seconded by Supervisor Fleck to approve payment of bills. MOTION APPROVED UNANIMOUSLY**

**22. Such Other Matters as Authorized by Law:**

**July Agenda:**

- Communication from Supervisor Erickson re: Refer to staff to meet with Bay Lakes to reduce the fee charged to Brown County:
- Communication from Supervisor VanderLeest re: Request for each Standing Committee to forward a list of priorities to the County Executive for preparation of the 2010 budget:
- Agreement between DMH Inc. & Brown County for space at Austin Straubel Airport:
- Contract with Advance

**Motion made by Supervisor Dantine and seconded by Supervisor Kaster to adjourn at 9:45 p.m. MOTION APPROVED UNANIMOUSLY**

Respectfully submitted,

Rae G. Knippel  
Recording Secretary

**PROCEEDINGS OF THE BROWN COUNTY  
PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a special meeting of the **Brown County Planning, Development & Transportation Committee** was held on Tuesday, June 30, 2009 in Room 200 – Northern Building, 305 E Walnut Street, Green Bay, WI.

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**Present:** Norb Dantinne, Bernie Erickson, Mike Fleck, Dave Kaster.  
**Excused:** Dan Haefs.  
**Also Present:** Bill Bosiacki, Matt Heyroth, Chuck Lamine.  
Frank Otto, Ron DeGrand, Irv Saharsky, Merle Kalhanek, Dave Chrouser, and Other Interested Parties.

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- I. **Call Meeting to Order:**  
Meeting called to order by Chairman Bernie Erickson at 5:30 p.m.

- II. **Approve/Modify Agenda:**

**Motion made by Supervisor Fleck and seconded by Supervisor Dantinne to approve the agenda. MOTION APPROVED UNANIMOUSLY.**

**Public Hearing:** No one wanted to speak at this time.

(Supervisor Kaster arrived at 5:33 p.m.)

1. **Approval of Proposed Amendments and Map Revisions to Chapter 23 of the Brown County Code of Ordinances:**  
Bill Bosiacki, Zoning Administrator, stated that the purpose of this is to present the new mapping. Mr. Bosiacki, along with Matt Heyroth, Assistant Zoning Administrator, displayed computer-generated maps of flood plain areas for which Brown County is responsible. Mr. Bosiacki stated that there are more flood plains mapped by the Federal government than those shown in the 1982 maps.

Maps of several areas in Brown County were displayed and discussed at length.

Supervisor Dantinne asked Mr. Bosiacki to outline the ramifications for not adopting this proposal. Mr. Bosiacki stated that the State could charge the County for not doing this. He continued by saying, "potentially if someone without being in the NFIP (National Flood Insurance Program) if someone

attempted to build in a flood plain area...and they needed a loan to do it, a lending institution probably wouldn't make them a loan; because they would not be entitled to get flood insurance."

After additional discussion, Mr. Bosiacki concluded by saying he thinks this is a much better map and hopes that the Committee would adopt this. He reminded the Committee that changes can be made after it is adopted, although there would be a cost involved.

Mr. Heyroth added that this will be forwarded to the County Board for the meeting on July 22; and, depending upon the outcome of that meeting, this would be immediately published in the newspaper and forwarded to the local DNR (Department of Natural Resources). DNR would forward this to FEMA (Federal Emergency Management Agency) for final acceptance. He stated that this must all happen before August 18.

**Motion made by Supervisor Dantinne and seconded by Supervisor Fleck to open the floor to the public. MOTION APPROVED UNANIMOUSLY.**

Dave Chrouser, Mau & Associates, 400 Security Blvd. stated that "there are ramifications that go both ways by adopting them and not adopting them." He explained that there are some who will be in the flood plain now; however, provided the maps are done correctly, they were always in the flood plain and just not documented as such. He indicated that he knows of property shown in the flood plain on some maps that should not be shown in the flood plain; and because of the cut-off date of June, 2007, for submitting LOMA's (Letters of Map Amendment) no additional data was accepted. So potential buyers identify the property as being in the flood plain, which means sellers are unable to sell their property.

Mr. Chrouser continued by saying that he has cases wherein property owners are paying flood insurance, and the properties are not in the flood plain. FEMA won't allow submission of LOMA's until the maps have been approved, so "we are stuck in a Catch 22." Flood insurance payments for about the past 2 years amount to thousands of dollars.

Mr. Chrouser said that after having worked with FEMA maps for many years, he is very happy to work with these; because the detail of these new maps is so much better. He stated that they are not perfect and will never be, but the comparison is phenomenal and provides something that can be used. He continued by saying that without adopting these, there is nothing he can do to help those people and change the flood plain status of their properties.

**Motion made by Supervisor Dantine and seconded by Supervisor Fleck to return to regular order of business. MOTION APPROVED UNANIMOUSLY.**

**Motion made by Supervisor Fleck and seconded by Supervisor Dantine to approve the proposed amendments and map revision to Chapter 23 of the Brown County Code of Ordinances. MOTION APPROVED UNANIMOUSLY.**

2. **Resolution re: Authorizing an application for a Wisconsin Community Development Block Grant for Economic Development from the Wisconsin Department of Commerce:**

**Motion made by Supervisor Dantine and seconded by Supervisor Fleck to approve. No vote taken.**

After discussion, motion was amended.

**Motion made by Supervisor Dantine and seconded by Supervisor Fleck to approve for Salm Partners for an amount of \$1,000,000. MOTION APPROVED UNANIMOUSLY.**

**Motion made by Supervisor Dantine and seconded by Supervisor Fleck to adjourn at 6:39 p.m. MOTION APPROVED UNANIMOUSLY.**

Respectfully submitted,

Lisa M. Alexander  
Recording Secretary

## MINUTES

### Brown County Code of Ordinances Chapter 21 Subdivisions Update Technical Advisory Committee (TAC) Meeting

Thursday, March 26, 2009  
Brown County Planning and Land Services Office  
305 E. Walnut St., Room 391  
Green Bay, WI  
3:00 P.M.

#### ROLL CALL:

Michael Soletski	<u>X</u>	Dennis Reim	<u>X</u>	
Bill Bosiacki	<u>Exc</u>	Graham Callis	<u>X</u>	Steve Dunks as proxy
David Chrouser	<u>X</u>	Norb Dantinne	<u>X</u>	
Pat Ford	<u>Exc</u>	Pat Kaster	<u>X</u>	
Chuck Lamine	<u>Exc</u>	Jon Motquin	<u>X</u>	
Michael Vande Hei	<u>Exc</u>	Andrew Vissers	<u>X</u>	
Jim Wallen	<u>X</u>			

#### 1. Introductions.

J. Motquin welcomed all of the members and thanked them for their participation. He asked Andrew Vissers to introduce himself since he was unable to attend the last meeting.

#### 2. Election of a Committee Chairperson and Vice-Chairperson.

Nominations for a chairperson and vice-chairperson were conducted at the March 5, 2009, meeting. M. Soletski was nominated for chairperson and D. Reim for vice-chairperson. The floor was re-opened for any additional nominations. Hearing none, a motion was made by N. Dantinne and seconded by D. Chrouser to close nominations. Motion carried unanimously. A motion was made by N. Dantinne, seconded by P. Kaster to nominate M. Soletski for chairperson and D. Reim for vice-chairperson. Motion carried unanimously.

#### 3. Approval of the minutes of the March 5, 2009 meeting.

A motion was made by N. Dantinne, seconded by D. Reim, to approve the minutes as presented. Motion passed unanimously.

#### 4. Introduction of Brown County Home Builders suggested revision list.

M. Soletski stated the Brown County Home Builders Association (BCHBA) had submitted a detailed list of suggested changes to Chapter 21. The committee agreed to use this list as a framework for upcoming committee discussion. For this meeting, it was agreed that the agenda be amended to include both the agenda and BCHBA list.

#### 5. Discussion of Brown County Home Builders suggested revision list.

M. Soletski stated that a committee of the BCHBA discussed the ordinance revision in detail. The committee agreed that s. 21.01 should be left as is. There are currently concerns with s. 21.02 Jurisdictions regarding condominium review fees. However, the BCHBA felt this section should be left unchanged at this time.

D. Reim indicated the concern had arisen due to discussion at the state level.

J. Wallen indicated he is continuing to work with state and local representatives to assure that taxes are collected properly at the county level.



N. Dantinne stated that local communities should have increased concern over the regulation of condominiums.

J. Wallen, S. Dunks, and others stated that the best resolution was to revise local ordinances to allow municipalities to oversee zoning, conditional use, and other regulation of condominiums.

**6. Review and action regarding the threshold size of a land division under Section 21.04 Applicability.**

J. Motquin stated that several Brown County communities have local subdivision ordinances which require that all land divisions 40 acres or less are platted by Certified Survey Map (CSM). Currently Brown County reviews land divisions which are 10 acres or less. He stated that some local municipal staffs have expressed an interest in Brown County adopting similar regulations.

S. Dunks stated that a larger minimum would allow local communities to review land divisions for consistency with local zoning ordinances. Currently, the Village of Suamico has a high percentage of non-conforming parcels which are zoned Exclusive Agriculture. This change would allow local communities to more adequately review land splits between 10 and 40 acres and to inform land owners of potential.

J. Wallen indicated that Brown County reviews all land divisions for consistency with only county ordinances. This may result in the creation of non-conforming parcels with respect to local zoning codes. To avoid this, it would be helpful and appreciated to create a matrix which details local subdivision and zoning requirements so that Brown County staff can perform a cursory review to ensure local requirements are met.

N. Dantinne and M. Soletski questioned if this would trigger the identification of Environmentally Sensitive Areas on CSMs.

J. Motquin stated that Brown County staff has allowed landowners to identify the approximate location of ESAs on larger CSMs when it is known that the proposed development will not adversely affect the existing ESAs. A restrictive covenant is then placed on the face of the CSM to require an ESA delineation if land within 50 feet of the indicated ESA will be disturbed or undergo development. This practice has allowed development to occur without placing undue hardship on landowners to have wetlands and other ESAs delineated. This practice would most likely continue.

The committee reached a consensus to develop a pro – cons list to analyze this issue in greater detail at the April 30, 2009, meeting.

**7. Review and action regarding the applicability of requiring Certified Survey Maps (CSMs) for lot line adjustments under Section 21.04 Applicability.**

J. Motquin proposed the idea of requiring CSMs for all sales and exchanges of land between adjoining property owners. All lands affected by the land transfer would need to be mapped in their entirety. This idea will move “lot line adjustments” from an exempt status to a required status. It was further stated that both Outagamie and Oconto Counties are requiring CSMs to be completed for lot line adjustments.

The principle gain from this requirement is to give notice to the local municipalities. This in turn accomplishes several things related to reconfiguring land. It insures that someone is looking at zoning, minimum lot sizes, minimum frontage, building setbacks and any other issues that are under local control. Currently notification of land swaps and divisions over 10 acres are provided through the assessment system.

D. Chrouser stated that he was concerned how requiring CSMs for lot line adjustments would affect cases of adverse possession. There are numerous places in Brown County where the lot line and the occupation lines are not concurrent.

N. Dantinne expressed that requiring a CSM for lot line adjustment may result in an economic hardship for some landowners.

N. Dantinne and M. Soletski questioned if this CSM would trigger the identification of ESAs and others. J. Motquin responded that it would be depend on the type of CSM required.

The committee reached a consensus to develop a pro – cons list to analyze this issue in greater detail at the April 30, 2009, meeting.

**8. Review and action regarding definition of a “convenient scale.”**

J. Motquin stated that the definition forwarded would allow surveyors to utilize a useable multiple of the engineering scale. Allowing for a multiple of 10 or 2 will provide the most understandable and usable measurement standard for the end user and general citizens.

D. Chrouser expressed that a simple multiple of a convenient scale would be useable for most skilled craftsmen and professionals utilizing a certified survey map.

A motion was made by D. Reim, seconded by D. Chrouser, to define a convenient scale as “a multiple of any of the six scales on an engineering scale.” Motion carried unanimously.

**9. Review and action regarding definition of a “County Plat.”**

J. Motquin proposed that a plat and subdivision in general, should be modified to allow only four divisions of land from an original parent parcel existing on the date of adoption of this ordinance. Several towns in Outagamie County currently have enacted this policy. The overall number of four divisions would hold regardless of change of ownership. Concern was also expressed that transferring ownership of land between limited liability corporations (LLCs) has made it difficult to track if land was being sold to circumvent existing ordinance requirements to allow for the creation of five or more lots within five years by changing ownership.

D. Chrouser indicated that most communities now require area development plans (ADPs) to indicated future land division intent. This ensures proper subsequent land divisions.

N. Dantinne agreed that ADPs have been a useful tool for local municipalities to ensure future street connectivity and appropriate land divisions.

J. Wallen stated this practice may have been common in the past, but it is now an exception rather than the standard. In addition, the Brown County Corporation Counsel has deliberated an opinion which states that the current policies and standards reflected in the existing ordinance are acceptable.

A motion was made by D. Reim, seconded by P. Kaster, to maintain existing definition of a county plat. Motion carried with two dissentions (J. Motquin, A. Vissers).

**10. Discussion regarding definition of an “Original Parent Parcel.”**

Per discussion regarding the definition of a county plat (Item 9), a consensus was reached that it is not appropriate to add a definition for original parent parcel at this time.

**11. Review and action regarding definition of a “State Plat.”**

In lieu of discussion regarding, Item 9, a consensus was reached to retain the existing definition for a state plat.

A motion was made by D. Reim, seconded by P. Kaster, to maintain existing definition of a state plat. Motion carried unanimously.

**12. Review and action regarding definition of a “Subdivision.”**

In lieu of discussion regarding, Item 9, a consensus was reached to retain the existing definition for a state plat.

A motion was made by D. Reim, seconded by P. Kaster, to maintain existing definition of a subdivision. Motion carried unanimously.

**13. Discussion regarding definition of an "Outlot."**

Considerable discussion was held regarding the definition of an "Outlot." D. Chrouser stated that different municipalities had varying opinions on what affects the definition of an outlot and its overall buildability.

J. Motquin, J. Wallen, and others agreed it would be best to draft proposed text and definitions for this matter and discuss the issue at a future meeting.

**14. Review and action regarding the review period for CSMs and Subdivision plats.**

M. Soletski indicated the Brown County Home Builders Association has proposed that the review time for land divisions be reduced to 30 days.

J. Motquin stated that Brown County review times for land divisions have averaged 21 – 30 days. Only in extenuating circumstances do review times approach 40 days. If development would return to levels in the early 2000s, it would be nearly impossible to adequately review land divisions in 30 days.

D. Chrouser and D. Reim stated that Brown County staff has been willing to review land divisions on a "rush" basis. Both were satisfied with Brown County staff's willingness to accommodate special situations.

S. Dunks (Village of Suamico) and A. Vissers (Village of Bellevue) indicated that current review times for both communities are 60 days. Since all land divisions must be approved by the plan commission and village board, it is unlikely that the municipal review time could be shortened.

A motion was made by D. Reim, seconded by J. Wallen, to retain the existing 40 day review period for land divisions. Motion carried unanimously.

**15. Review and action regarding the revision of ordinance language for preliminary plat requirements in Section 21.43.**

J. Motquin indicated that several items could be included with the submission of a preliminary plat to provide additional information to allow the review process to go smoother. This included any proposed alterations to non-navigable waterways, the existing parcel numbers and the contact information for the surveyor.

J. Wallen stated that this information was appropriate for the preliminary plat, but not the final plat as parcel numbers change upon recordation of a plat.

D. Chrouser stated that since surveyors already place their contact information on the CSM, this may be unnecessary.

A motion was made by D. Reim, seconded by J. Wallen, to add s.21.43 (16) through s. 21.43 (18) as written in the meeting agenda packet. Motion carried unanimously.

**16. Review and action regarding the revision of ordinance language to include reference for electronic submittal in Section 21.46.**

J. Motquin explained that Brown County now accepts CSMs to be submitted via email in a PDF format.

D. Chrouser indicated this method has worked well for CSM submittals.

There was discussion on the language "appropriate format." A consensus was reached that computer technology changes too rapidly to designate only one form of electronic media. Appropriate formats would mean a technology which can be easily read or converted at the time of submission.

A motion was made by D. Reim, seconded by D. Chrouser, to add the language referencing electronic CSM submission as written in the agenda packet. Motion carried unanimously.

**17. Review and action regarding the revision of ordinance language for CSM requirements in Section 21.47.**

J. Motquin explained the need as a part of item 15.

A motion was made by J. Wallen, seconded by D. Reim, to add s.21.47 (2)(m) as written in the meeting agenda packet. Motion carried unanimously.

**18. Review and action regarding the revision of ordinance language for Combination CSM requirements in Section 21.49.**

Since the committee had reached a consensus to table all language regarding lot line adjustments, a consensus was reached to address language at the next meeting.

**19. Review and action regarding the revision of ordinance language for surveying requirements in Section 21.50.**

J. Wallen stated that there is a need to clarify when an affidavit of corrections is appropriate to use as a correction instrument. Most importantly, affidavits of correction are not to be used to correct land division documents which require that the lot corners be reset. Instead, they must be re-mapped on a new map instrument.

D. Chrouser suggested that the affidavit does not necessarily incorporate the change to the map instrument; it just makes the end users aware of the correction that must be made.

A motion was made by D. Chrouser, seconded by M. Soletski, to add s.21.50 (2)(a) as written in the meeting agenda packet. Motion carried unanimously.

The committee discussed the text for proposed s. 21.50 (2)(b). J. Wallen stated land only condominiums are in effect a division of land within the outermost condominium boundary. The document is used to subdivide cubes of land in fashion similar to subdivisions under Wisconsin Statutes 236 and Brown County Ordinances Chapter 21 with a private road system providing access to each unit. As such new language was proposed to require monumentation of corners.

Consensus was reached to review the proposed s. 21.50 (2)(b) at the next meeting to determine if this is the most appropriate location for this language.

**20. Review and action regarding the revision of ordinance language for street naming in Section 21.61.**

J. Motquin stated that Planning and Land Services would like to better define and codify staff policies on how streets are named in Brown County. Streets shall bear names of less than 13 characters (including spaces), be non-offensive, and not be copy-righted. In additions, new street names should not duplicate or be phonetically similar to existing streets.

Motion by P. Kaster, seconded by D. Chrouser, to recommend adoption of language for 21.61 Street Names as written. Motion carried unanimously.

**21. Other matters.**

Since A. Vissers was not present at the initial meeting, he stated that he would like to address language to assure the land division of larger parcels would not create non-conforming parcels per local ordinances.

Several concerns were expressed on how ESAs would relate to the above discussed action items. J. Motquin indicated that Brown County staff is currently researching the origins of the existing ESA requirements including staff notes and Wisconsin Statutes. Brown County staff will invite representatives from the appropriate state agencies to discuss their interpretations of Wisconsin Statutes to allow for a more informed discussion. All issues related to ESAs and

“lands unsuitable for building” setbacks would be discussed at a single meeting near the end of the update process.

Committee consensus was established that some issues/topics may require several meetings to resolve. If the committee feels that an issue/topic is too complex to address with one meeting, a pros – cons list will be created for distribution. The committee will resolve all issues with pros – cons list at the next meeting as an agenda item.

**22. Adjourn.**

A motion was made by N. Danntine, seconded by P. Kaster, to adjourn. The meeting was adjourned at 5:15 p.m.

**PORT AND SOLID WASTE DEPARTMENT**

*Brown County*

2561 SOUTH BROADWAY  
GREEN BAY, WI 54304

**Approved:**

7/20/2009

**CHARLES J. LARSCHIED**

PHONE: (920) 492-4950

FAX: (920) 492-4957

PORT AND SOLID WASTE DIRECTOR

**PROCEEDINGS OF THE BROWN COUNTY HARBOR COMMISSION**

A meeting was held on Monday, **JUNE 8, 2009**, 11:30AM  
at Holiday Inn – City Centre, Green Bay, WI.

The meeting was officially called to order by President McKloskey at 11:30am.

1) Roll Call:

Present: President Neil McKloskey  
Vice-President Tom Van Drasek  
Commissioner John Gower (arrived at 11:40am)  
Commissioner Craig Dickman  
Commissioner Bernie Erickson  
Commissioner Ron Antonneau  
Commissioner Hank Wallace  
Commissioner Bill Martens  
Commissioner John Hanitz

Also Present: Charles Larscheid, Brown County Port & Solid Waste  
Dean Haen, Brown County Port & Solid Waste

2) Approval/Modification – Meeting Agenda

**A motion to approve the meeting agenda was made by Craig Dickman and seconded by Tom Van Drasek. Unanimously approved.**

3) Approval/Modification – May 11, 2009 Meeting Minutes

**A motion to approve the May 11, 2009 meeting minutes was made by Bernie Erickson and seconded by Tom Van Drasek. Unanimously approved.**

4) WI Department of Transportation Harbor Assistance Program Grant Application: Cat Island Chain Restoration Project – Request for Approval

*Manager Haen discussed Agenda items #4, #5, and #6 together as this is one project with 3 separate components.*

Brown County submitted a NOAA grant for the Cat Island Chain project requesting \$19M. A determination should be made by the end of June 2009 on the NOAA Grant. Should Brown County receive the NOAA grant, which is 100% federally funded, the Harbor Assistance Program grant would be withdrawn. Manager Haen indicated he is continuing to pursue a HAP grant to fund the Cat Island Chain project should the NOAA grant not be awarded to the Port of Green Bay. The Federal cost share is 65% Federal/35% local. Recently Director Larscheid and Manager Haen met with HC President McKloskey, County Executive Tom Hinz and Brown County Corporation Counsel to discuss how to proceed with this project including the possibility of bonding. Two options were decided on: 1) 35% of the federal project of \$34M

leaves a local responsibility of \$12M. Even if awarded the HAP grant, Brown County would need to use all port funds (approximately \$1.6M) as well as request the County to bond. Since this is a federal project, HAP can only fund up to 50%. Bond would be needed for \$4M. 2) If the project is done by the County rather than as a Federal project, Brown County would be able to receive HAP funding for 80%.

A \$19M cost-estimate was done by Lunda Construction to build the island (the Federal estimate was \$34M). Haen explained that using the cost-estimate of \$19M, with a 20% contingency, along with 80% of the eligible HAP funds in the amount of \$6.6M, would leave Brown County with financial responsibility for \$1.6M.

**A motion to approve the HAP grant application and forward to the Brown County Board was made by Craig Dickman and seconded by John Gower.**  
Unanimously approved.

5) Cat Island Chain Restoration Project Resolution – Request for Approval

**A motion to approve the resolution was made by Bernie Erickson and seconded by Tom Van Drasek.** Unanimously approved.

6) U. S. Army Corps of Engineers Cat Island Chain Restoration Project Letter of Clarification – Request for Approval

Manager Haen discussed the USACE draft letter. In this letter, a request is being made to the USACE to allow Brown County to complete 35% of the Cat Island Chain project. Haen noted that Brown County would not be held to 35% of the USACE's project costs. If the letter is approved by the Commission, it will be sent to the USACE requesting a determination. Haen is confident, based on conversations with the USACE, that Brown County's request will be approved. The grant application requesting \$6.6M is written to acknowledge this requirement from the USACE before proceeding. Since bonding would not be possible until 2011, the Port would use all monies from the harbor fee and harbor dredging funds to cover the County's contribution of \$1.6M.

Commissioner Erickson suggested visual aids be provided at the PD&T meeting as well as the County Board meeting to assist in understanding the proposed scenarios. President McKloskey recommended only presenting the preferred scenario.

The island would be built to USACE specifications, however, contract awards, administration, construction supervision, etc. Discussion ensued. Staff noted that the estimate from Lunda was not a formal bid but a non-binding cost estimate based on information provided to them from Brown County. Manager Haen has discussed this issue twice with the USACE and they have indicated to Haen they would be willing to work with Brown County. Although Haen has not received a written commitment from the USACE since this may have to go through USACE headquarters as it may set a precedent. If bonding is needed, an adjustment would have to be made to the harbor fees. Eliminating the Harbor Prosperity campaign was discussed. The grant is due August 1st and a decision should be made in December 2009.

**A motion to authorize the letter to the USACE regarding the Cat Island Restoration Project was made by Craig Dickman and seconded by John Gower.** Unanimously approved.

- 7) U.S. Army Corps of Engineers Preliminary Renard Isle Causeway Design - Informational  
Manager Haen discussed the USACE letter regarding the placement of dredged material on Renard Island. The USACE has determined that moving the dredged material to the island by land via a causeway as the most cost-effective. Haen has met with the USACE and the City of Green Bay Parks Department. Haen requested that the USACE ensure their design complies with WDNR requirements.

The next step would be to generate four cost estimates: 1) a permanent causeway accessing the east end of the island, 2) a temporary causeway accessing the east end of the island, 3) a permanent causeway accessing the west end of the island, and 4) a temporary causeway accessing the west end of the island. The City prefers the island to be accessed from the west side permanently with a pedestrian walkway on the east side. The design of a permanent causeway versus a temporary causeway was discussed. Haen explained the difference in cost between a permanent causeway and a temporary causeway is the amount which will need to be locally secured. Haen noted this was an informational update only and at this time no action is required.

By the end of summer, cost estimates should be available and at that point, staff will ask the Harbor Commission to make a recommendation to the City of Green Bay.

8) 2010 Budget Preview

Director Larscheid provided a preview of the upcoming budget. All capital budget requests have to be submitted to the Executive by July 3, 2009. Larscheid noted one major expense for a new truck for which the Port will pay a portion. To allow additional time to prepare the budget, Larscheid requested that the next Harbor Commission meeting be July 20, 2009, which is one week later than the normal schedule. The budget is due to Administration on July 24th. Director Larscheid and Manager Haen have met with Finance to discuss the Port's funds. Brown County is currently installing a new financial system as well as implementing a "lean management" philosophy to increase efficiency within the County. There is also an employee hiring freeze. Director Larscheid does not anticipate any problems/concerns with the upcoming budget. Discussion ensued.

9) Director's Report

- *Vehicle Management Policy*  
New County policy requiring anyone who uses a county vehicle to meet specific requirements.
- *Strategic Plan*  
The Strategic Plan, last updated in 2005, was discussed. Commissioners Dickman, Gower, Van Drasek and Wallace volunteered to be on a work group subcommittee. The group's suggestions will be brought to next month's meeting. Manager Haen invited anyone with comments or suggestions for the Strategic Plan to contact him. It was recommended the study being done by UWGB be included in the new Plan.
- *School Curriculum*  
As part of the Strategic Communication Plan, Haen along with the Maritime Museum has put together a school curriculum for 4<sup>th</sup> and 6<sup>th</sup> grades. It is hoped the packet will be distributed before the start of the 2009-2010 school year. Due to the larger than expected number of area teachers who would be receiving this



packet, alternatives were discussed on ways to hold down costs - such as partnering with the Chamber of Commerce/Partners in Education or the Einstein Project.

The Strategic Plan is in its third and final year so Haen suggested the terminal operators be contacted to determine how they would like to continue with the Plan, and specifically the school curriculum. The Commission recommended follow-up with the schools to see if they actually implement the curriculum offered. Offering a workshop for continuing education credits is also being looked into.

10) Audit of Bills – Request for Approval

**A motion to approve the bills was made by Bill Martens and seconded by Tom Van Drasek.** Unanimously approved.

11) Tonnage Report

The tonnage for May shows 40% less ships and 46% less cargo than at this time in 2008. Haen predicts tonnage will most likely be down by 20% to 30% for 2009 overall.

12) Such Other Matters as are Authorized by Law

- *Bylsby Wetlands*

No further progress. The USACE has determined Barkhausen Pike Spawning project mitigation is ineligible since it passes through private landholders. The possibility of building a bio-filter at the south landfill was discussed as mitigation.

- *Bylsby Grass Fires*

Haen not aware of any grass fires.

- *Bylsby Building Rentals*

Haen stated Brown County is still receiving rent from Great Lakes Calcium; however the cable contractors were out of the building at the end of March 2009.

- *Dredging Fees*

The County Board passed a resolution to increase the fees for remedial dredging and capping materials. No funds have been collected to date.

13) Adjourn

**A motion to adjourn was made by Hank Wallace and seconded John Hanitz.** Unanimously approved. Meeting adjourned at 1:45pm.

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Neil McKloskey, President  
Harbor Commission

Charles Larscheid, Director  
Port & Solid Waste Department

**MINUTES**  
**BROWN COUNTY PLANNING COMMISSION**  
**BOARD OF DIRECTORS**  
**Wednesday, June 3, 2009**  
**Pamperin Park Dance Hall**  
**2477 Shawano Avenue**  
**Green Bay, WI 54303**  
**5:30 p.m.**

**ROLL CALL:**

Daniel Bertrand	<u>X</u>	Dotty Juengst	<u>X</u>
Paul Blindauer	<u>X</u>	John Klasen	<u>X</u>
James Botz	<u>X</u>	Pat Kolarik	<u>X</u>
Keith Chambers	<u>X</u>	Andy Lundt	<u>Exc</u>
William Clancy	<u>Exc</u>	Patrick Moynihan, Jr.	<u>X</u>
Norbert Dantine, Jr.	<u>X</u>	Ken Pabich	<u>Exc</u>
Ron DeGrand	<u>X</u>	Mike Soletski	<u>X</u>
Bernie Erickson	<u>X</u>	Alan Swatloski	<u>Exc</u>
Mike Fleck	<u>X</u>	Jerry Vandersteen	<u>X</u>
Steve Grenier	<u>X</u>	Tim VandeWettering	<u>X</u>
Mark Handeland	<u>X</u>	Dave Wiese	<u>X</u>
Phil Hilgenberg	<u>X</u>	Vacant (C. Green Bay)	<u>      </u>

**OTHERS PRESENT:** Chuck Lamine, Aaron Schuette, Cole Runge, Lisa Conard, Peter Schleinz, Jon Motquin, and Lori Williams.

1. Approval of the minutes of the May 18, 2009, special meeting of the Brown County Planning Commission Board of Directors.

A motion was made by P. Moynihan, seconded by R. DeGrand, to approve the minutes as presented. Motion carried unanimously.

2. Receive and place on file the draft minutes of the May 18, 2009, meeting of the Transportation Subcommittee.

A motion was made by B. Erickson, seconded by M. Fleck, to receive and place on file the draft minutes. Motion carried unanimously.

3. Local Community Grant Application Review and Approval for the Turning Brown County Green Brownfield Grants.

A. Schuette stated that three Brownfield Grant applications were received for the grant funds that were awarded from the U.S. Environmental Protection Agency. The applications are from the City of De Pere, Village of Allouez, and the Village of Suamico. There are enough grant funds to appropriate up to \$33,450 for each of these sites without using all the available funds. A. Schuette said that after these three projects begin, he intends to send another notice to local municipalities requesting applications for any additional projects.

J. Botz asked what the former use was of the De Pere property.

A. Schuette replied it was a salvage yard, then a welding shop, and most recently Richo Structures.

P. Blindauer said that these applications are for existing or former municipal properties. He asked if the municipalities understand that these grant dollars can be applied to properties that are not owned by municipalities.

A. Schuette responded that he anticipated receiving more private project applications and request that the municipalities would act as the agent to submit the applications. A. Schuette responded that the municipalities are aware they will be responsible for any remediation that may need to occur on the properties.

A motion was made by D. Wiese, seconded by D. Bertrand, to approve the three applications received for the brownfield grants. Motion carried unanimously.

4. Update regarding progress on the Environmental Impact Statement (EIS) for transportation improvements in the southern portion of the Green Bay Metropolitan Area.

C. Runge stated we are now in the Alternatives Analysis and Identification phase of this project. A Stakeholder Committee, comprised of representatives from the communities in the study area as well as county, state, and federal representatives, has been formed to identify and screen alternatives. A meeting of the Stakeholder Committee took place in February and a Public Information Meeting (PIM) was held on April 23, 2009, with over 100 people in attendance. Comments received during and after the PIM meeting can be viewed on the Brown County Planning Commission web site. As a result of the Stakeholder Committee and PIM meetings, 11 potential alignment alternatives have been identified. These 11 alternatives will be looked at as either an arterial crossing or as a freeway, resulting in a total of 22 different options. Based off of the nine objectives in the Purpose and Need Paper, these 22 options will likely be narrowed down to four or five which will be studied in greater detail.

A motion was made by M. Soletski, seconded by D. Bertrand, to receive and place on file. Motion carried unanimously.

5. Director's report.

C. Lamine said that the Planning, Development and Transportation Committee voted 4-1 in favor of Brown County withdrawing from the Bay-Lake Regional Planning Commission in 2010. This item will go before the County Board in June and requires a 2/3 majority vote.

C. Lamine announced that Dan Teaters has accepted the Planner I (GIS/Transportation) position and will be starting later this month.

6. Brown County Planning Commission staff updates on work activities during the month of May 2009.

The staff updates on work activities were accepted as presented.

7. Other matters.

N. Dantine invited anyone interested in a roundabout discussion to attend the next Planning, Development and Transportation Committee meeting on June 22, 2009.

8. Adjourn.

A motion was made by M. Fleck, seconded by B. Erickson, to adjourn. Motion carried unanimously. The meeting adjourned at 5:47 p.m.

**MINUTES**  
**BROWN COUNTY PLANNING COMMISSION BOARD OF DIRECTORS**  
**CHAPTER 21 SUBDIVISIONS ORDINANCE REVISION SUBCOMMITTEE**  
**Thursday, May 28, 2009**  
**Sophie Beaumont Building**  
**111 N. Jefferson St., Conference Room B (Room E7)**  
**Green Bay, WI**  
**3:00 p.m.**

**ROLL CALL:**

Michael Soletski	<u>X</u>	Dennis Reim	<u>X</u>
Bill Bosiacki	<u>X</u>	Graham Callis	<u>X</u>
David Chrouser	<u>X</u>	Norb Dantinne	<u>X</u>
Pat Ford	<u>Exc.</u>	Pat Kaster	<u>X</u>
Chuck Lamine	<u>X</u>	Jon Motquin	<u>X</u>
Michael Vande Hei	<u>X</u>	Andrew Vissers	<u>X</u>
Jim Wallen	<u>X</u>		

**1. Introductions.**

The meeting was called to order by M. Soletski at 3:08 p.m.

John Luetscher introduced himself to the committee. He indicated he is the Corporation Counsel for Brown County. He will be attending the meetings so that he is aware of all proposed changes and can ensure the legal appropriateness of the changes prior to forwarding the proposed changes to the County Board.

C. Lamine indicated that J. Motquin had met with Corporation Counsel to ensure that ordinance language is currently in compliance with Wis. Stats. 236, other applicable Wisconsin Statutes, and all applicable Wisconsin Administrative Codes. J. Motquin will continue to meet with Corporation Counsel as needed to review all proposed changes prior to forwarding the draft ordinance to the Planning Commission Board of Directors; Planning, Development, and Transportation Committee; and the County Board for approval.

**2. Verification of public meeting notice.**

J. Motquin indicated that all agendas are being sent out with the County Board weekly meeting notifications. All future meetings will be noticed by the County Board office staff.

**3. Approval of the minutes of the April 30, 2009, meeting.**

A motion was made by D. Reim, seconded by B. Bosiacki, to approve the minutes as presented. Motion carried unanimously.

4. Review and action regarding the draft of proposed revisions to the Brown County Subdivision Ordinance (Chapter 21 of the Brown County Code).

a. Land division applicability - 40 acre parcel size (s. 21.04)

M. Soletski provided a summary of the discussion from the last meeting. The group discussed the pros and cons of amending the ordinance. The pros included uniform regulations, improved ESA oversight, increased local review of both subdivision and zoning issues, and increased knowledge of building limitations for current and future landowners. The cons include increased surveying workload for surveyors, increased costs for environmental review, increased review for stormwater management, and overall increased costs to landowners.

J. Motquin distributed a map detailing the sewer service areas in Brown County. He also distributed a second map that indicated which local municipalities in Brown County currently have adopted subdivision ordinances requiring all land divisions under 40 acres be reviewed, had provided written support of Brown County adopting the 40 acre review requirement, or would be taking formal board action to demonstrate support for having Brown County adopt the 40 acre review requirement. He indicated that he received negative responses from only Glenmore.

N. Dantine indicated he was unsure as to whether all towns indicated on the map would agree to requiring landowners to complete a CSM for all land divisions 40 acres or less due to ESA identification requirement. He indicated he would personally call all the communities and report back at the next meeting.

M. Vande Hei indicated that he had questions on how many towns had actually given support. He had not heard about this in his duties on the Lawrence Planning Commission.

J. Motquin indicated the towns of Holland, Lawrence, New Denmark, and Scott had sent written support for requiring CSMs for land divisions 40 acres and less. The towns of Ledgeview and Rockland and the village of Denmark have adopted subdivision ordinances already requiring CSMs for all land divisions 40 acres or less.

J. Wallen indicated that both Outagamie County and Oconto County were currently requiring a CSM for all land divisions and that their staff had indicated it had been working efficiently.

C. Lamine indicated that the Morrison Zoning Administrator had indicated that they limit the number of lot splits within their community and so it appears that increasing the land division review threshold would be appreciated by a majority of the local municipalities. The town of Glenmore residents may not be impacted as an average of 10 or fewer CSMs are reviewed in Glenmore annually. He also indicated that the change would benefit local zoning review.

D. Reim questioned how many municipalities currently required CSMs for land divisions 40 acres or less.

J. Motquin indicated that all communities within the sewer service area presently are required to have CSMs for all land divisions 40 acres or under. He also indicated that the towns of Ledgeview and Rockland have this requirement in their subdivision ordinances. The village of Denmark also has this requirement.

G. Callis indicated that the village of Suamico had proposed this idea, but it opted to postpone this change to see what would happen in the Brown County subdivision code update process.

G. Callis and A. Vissers indicated that it is common for parcels between 10 and 40 acres created by a warranty deed to be non-compliant with local zoning because the division occurs without local review. It would be beneficial to local communities to have more review power.

N. Dantinne indicated that the town of Humboldt would not favor changing the current ordinance.

N. Dantinne indicated that requiring an entire 40 acre parcel to be surveyed would encumber local landowners from giving their children a two acre parcel to build a home. The increased fees would be cost-prohibitive for rural land. He indicated that several towns in Brown County have farmland preservation ordinances which would make this a moot point.

M. Soletski indicated that he was against requiring a 40 acre or less requirement because it would increase surveyor costs significantly as well as make land subdivision cost-prohibitive for individual landowners. He hypothesized that costs to the consumer would triple or quadruple. The additional environmental review, such as wetland delineations, and extra research and field time involved in setting pins was just the beginning. He also indicated that a farmer would lose a great deal of land due to road dedications if the remnant land had to be included.

D. Reim concurred with M. Soletski. He indicated that research time on researching deeds and other legal documents would be time consuming and increase costs.

M. Soletski stated that he felt a CSM should be filed for all land divisions 10 acres or less and a plat of survey for the remaining 30 acres of the parent parcel. He proposed that the local municipality and county could "sign off" on the plat of survey.

D. Chrouser indicated that to better reflect the intent, he proposed writing the ordinance to "require a CSM for any land division." He also indicated that creating both a CSM and plat of survey as M. Soletski indicated may be more costly for surveyors and their clients. It will take extra technical staff time to create a second map for the plat of survey. He would prefer to make only one map as part of the CSM as that would be more cost-effective.

N. Dantinne and M. Soletski indicated that they felt the towns were already doing a sufficient job in enforcing the local ordinances and ensuring that nonconforming parcels were not created. Area development plans (ADPs) were required to provide

insight on how landowners intended to subdivide larger tracts of land. ADPs are adequate tools to ensure that land is developed in an orderly manner.

J. Motquin indicated that ADPs are a useful tool to plan development but only official maps are statutorily binding to require the dedication of street right-of-ways. He also provided examples of several recent CSMs which resulted in the creation of nonconforming parent parcels which exceeded 10 acres.

C. Lamine reminded everyone that Brown County staff can only enforce county ordinances. Most local zoning ordinances are updated with no communication of that action to Brown County. If communication lines were increased, the review process would be more effective.

C. Lamine indicated that the major concerns for Brown County were that development occurred in an orderly fashion and a thorough environmental review be completed prior to building. Brown County wishes to remain proactive in informing both current and future landowners of all limitations. He indicated that it is even more important to identify for future landowners since they have not typically been involved in the subdivision process and so have not been informed of regulatory limitations. He suggested that we identify a buildable area on larger lots so that landowners know where exactly to build. If the current or future landowners wished to build outside this area, a full detailed environmental review would be required.

J. Wallen indicated that a plat of survey is a map to identify parcel boundaries and descriptions, but a deed is required to effect recordation of a lot. Thus, a CSM is needed to legally record a land division. A plat of survey can be used for creating parcels over 10 acres in size or for describing lands to be exchanged between adjacent landowners. He also stated that he feels that the purpose of a subdivision ordinance is to protect the public good. He encouraged the committee to emphasize updating the County Subdivision Ordinance more from the perspective of local municipal enforcement and to a lesser degree from how individual landowners would be affected. This would increase government responsibility.

M. Soletski indicated that it would be best to review the proposed 40 acre requirement with respect to how this would work by reviewing specific language for the "limited review" restrictive covenants. M. Soletski indicated that he had anticipated having the proposed language for review at this meeting.

C. Lamine apologized for the oversight in that J. Motquin left the language in his office. He indicated that we would have it available for the committee members in advance of the next meeting.

J. Motquin indicated that the Brown County CSM review process already utilizes similar strategies to identify approximate environmentally sensitive areas (ESAs) for larger parcels. He indicated that approximate wetlands illustrations are allowed for larger lots where uplands and wetlands exist. He also indicated that soil testing requirements can be waived if a restrictive covenant is used stating *"The wetlands are approximate on Lot 1 due to the large size of the lot and the location of the wetland and ESA. The wetland and ESA boundary shall be properly identified by a*

*certified wetland delineator hired by the affected landowner, and concurrence provided by the appropriate regulatory agency should any development on Lot 1 occur within 50' of the wetland or ESA. Any WDNR-approved wetland delineation report/map, along with the approval letter, shall be submitted to Brown County Planning Commission for verification."*

D. Chrouser indicated that Brown County staff has been willing to use the approximate wetland approach in cases that were very obvious in the field. In some cases, this approach may not work due to the difficulties involved in identifying all components of a wetland.

B. Bosiacki indicated that the existing system inspection requirement for private onsite wastewater treatment systems (POWTS) may be a moot point in five years. All existing POWTS must be placed on the State mandated maintenance program within five years of October 2008.

C. Lamine, B. Bosiacki, and J. Motquin indicated that Brown County staff would be willing to continue to utilize a limited environmental identification review process by utilizing the above discussed restrictive covenants and/or approximation methods.

M. Soletski and N. Dantinne indicated that they would not favor calling the current parcel an outlot as this would limit the ability to build on the remaining landowner's property.

D. Reim indicated that the definition of an outlot would play an important part in his decision. He requested a definition from a legal source such as a law textbook.

N. Dantinne indicated that farmland preservation ordinances in several towns in Brown County would eliminate the need for either requiring CSMs for land divisions under 40 acres or calling the parcel an outlot as the farmland preservation programs require that individual parcels remain 35 acres or more in size.

M. Soletski indicated that time was becoming a limiting factor for this meeting. He requested that Brown County staff prepare language for restrictive covenants to accompany the proposed 40 acre rule. In addition, he requested that someone make a motion to postpone discussion and all decision making processes until the next meeting.

A motion was made by C. Lamine, seconded by G. Callis, to postpone decisions on all agenda items until the next meeting. Motion carried unanimously.

b. Land division applicability – Lot line adjustments (s. 21.04)

A motion was made by C. Lamine, seconded by G. Callis, to postpone decisions on all agenda items until the next meeting. Motion carried unanimously.



c. Clarification of language for combination CSMs (s. 21.50)

A motion was made by C. Lamine, seconded by G. Callis, to postpone decisions on all agenda items until the next meeting. Motion carried unanimously.

d. Lot and Outlot characteristics discussion (s. 21.63 and proposed s. 21.67)

A motion was made by C. Lamine, seconded by G. Callis, to postpone decisions on all agenda items until the next meeting. Motion carried unanimously.

5. Other Matters.

None.

6. Establish next meeting date.

The Chapter 21 Subdivisions Ordinance Revisions Subcommittee meetings are the last Thursday of each month. The next meeting will be Thursday, June 25, 2009. Brown County staff has reserved either Sophie Beaumont Room E7 or Northern Building Room 200 for all upcoming meetings in 2009 due to the anticipated public interest in the upcoming topics.

7. Adjourn.

A motion was made by B. Bosiacki, seconded by D. Chrouser, to adjourn. The meeting was adjourned at 4:31 p.m.



## Bay-Lake Regional Planning Commission

441 S. Jackson Street, Green Bay, WI 54301

tele: 1 (920) 448-2820 fax: 1 (920) 448-2823 [www.baylakerpc.org](http://www.baylakerpc.org)

Mark A. Walter, Executive Director

*The regional planning commission for Northeastern Wisconsin serving communities within the counties of:*  
**FLORENCE • MARINETTE • OCONTO • BROWN • DOOR • KEWAUNEE • MANITOWOC • SHEBOYGAN**

July 22, 2009

Mr. Bernie Erickson, Chair  
Brown County Planning, Development & Transportation Committee  
305 East Walnut Street  
Green Bay, WI 54305

Dear Mr. Erickson:

As requested, enclosed is an outline that sketches out activities the Bay-Lake Regional Planning Commission has been involved with in Brown County since 2000.

I believe that this summary of activities allows you to see the range of skills and experience the Commission has and can continue to provide to the county. I will be in attendance at the July 27 Planning, Development and Transportation Committee meeting to review this outline in greater detail and answer any questions you might have.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark A. Walter". The signature is fluid and cursive, with a large initial "M" and a stylized "W".

Mark A. Walter  
Executive Director

Bay-Lake Regional Planning Commission

July 27, 2009

Brown County Planning, Development & Transportation Committee

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**I. Bay-Lake RPC Organization**

**A. Created in 1972**

1. At request of County Boards
2. By Executive Order of the Governor
3. Under the authority of Wis. Stats. 66.0309, Subchapter III Intergovernmental Cooperation
4. Planning jurisdiction - eight counties in northeastern Wisconsin
5. Official areawide planning agency for northeastern Wisconsin

**B. Composition of the Commission**

1. 3 members from each County
2. Brown County
  - a) County Board appointment – Bill Clancy, County Board Supervisor
  - b) Joint County Board and Governor's appointment-Toni Loch, Citizen
  - c) Governor's Appointment-Chris Swan, Citizen

**C. Current Staff of 12 full and part-time employees**

**II. Commission 2009 Budget**

**A. Established in accordance with Wis. Stats. 66.0309**

**B. Total \$1,223,000**

1. Levy 18%
2. Federal funds 22.5%
3. State funds 6%
4. Contracts for services 53.5%

**C. Levy for 2009**

1. Statutory limit of .003 percent of equalized value
2. Current levy at .00047 percent or \$229,624
3. Levy for Brown County \$84,938
4. Lowest levy rate of the nine Wisconsin regional planning commissions
5. Commission reduced levy region wide by 25% in 2003 at request of Brown County

#### IV. Regional Planning Commissions' Roles

- A. *RPCs provide the sub-state framework for intergovernmental cooperation*
- B. *Regional Planning Commissions provide an unbiased, impartial and nonpartisan approach to areawide planning on issues that cross county and local boundaries such as:*
  - 1. Economic Development
  - 2. Transportation
  - 3. Natural Resources
  - 4. Sewer Service Planning
  - 6. Land Use
  - 7. Land Information
  - 8. Regional Framework Plans
  - 9. Intergovernmental Cooperation

#### V. Commission's Role in Brown County

- A. *History & Levy*
  - 1. Brown County was an original member of the Commission when it was created in 1972. Brown County Board requested that the Governor create the Commission.
  - 2. Bay-Lake is cost effective; on average, it returns more money in grants than Brown County's levy. (**\$147,682 in 2008**, 8-year average of \$607,000)
  - 3. Bay-Lake has been pro-active in reducing the levy rate for its members. The rate has been reduced from 0.001 percent in 1998 to 0.00047 percent for 2009 which is a drop of **53 percent** in the Commission's levy.
  - 4. The Commission levies at less than **one-fifth** of what is allowed by law which is 0.003 percent.
  - 5. **Current 2009 levy amount is 5% lower than 1998 levy amount.**
- B. *2008-2009 Local Work Efforts*
  - 1. In October 2007, the Commission prepared and submitted a grant proposal **for \$110,413 to the Federal Emergency Management Agency** (match of \$11,000 from Tribe) on behalf of the **Oneida Nation Emergency Management Department** for Pre-Disaster Mitigation (PDM) funds to prepare an All-Hazards Mitigation Plan. The Tribe was awarded the grant in early 2008 for a project that involves all the units of government in both Brown and Outagamie Counties within the Oneida Reservation boundaries and establishes eligibility for future PDM funds that are vital for flood mitigation and other natural hazard mitigation activities. The Commission wrote the application and is administering the grant application for the Tribe.
  - 2. Commission staff prepared a grant application to the USEPA for **\$25,000 on behalf of the city of Green Bay** to fund a Pharmaceutical Collection in 2008. The grant application was completed as part of the Bay-Lake RPC's involvement with the Greater Green Bay Sustainability Task Force.

3. Commission staff worked with citizens in the *city of De Pere* in 2008 to initiate a sustainable development effort. Staff helped organize and present information at a workshop on the St. Norbert College Campus.
4. The Commission provided staffing to the *Northeast Wisconsin Stormwater Coalition (NEWSC)* in 2008 to help bridge a gap in staffing. This included coordination of meetings and website updates for the coalition which includes members from 12 communities in Brown County.
5. Commission staff prepared and presented the *2008 Port of Green Bay Economic Impact Study* to the Brown County Harbor Commission in 2009.
6. The Commission began working with the *village of Pulaski* on a TID plan for their newly created TIF district in 2008.
7. The Commission has been working on an Environmental Assessment and Impact for the Southern Bypass Corridor cooperatively with County Planning staff since 2007 and will continue to do so in 2009 and 2010.

**C. Prior Year Local Work Efforts**

1. Since 2000 the Commission has obtained more than **\$4,800,000** in grants for communities in Brown County (see Table).
2. In February 2005, the Commission prepared and submitted a successful grant proposal for **\$74,994** to the Wisconsin Emergency Management on behalf of Brown County Emergency Management Department for Pre-Disaster Mitigation funds to prepare a county-wide All-Hazards Mitigation Plan. With the completion of the plan, the County is eligible for additional pre-disaster mitigation funds for activities associated with floodplain management and other hazards. The Bay-Lake Regional Planning Commission is one of a handful of agencies in the state with the experience and expertise needed to prepare hazard mitigation plans.
3. The Commission completed four Tax Incremental Financing District (TID) plans for several areas in the *city of Green Bay* in 2007 at no charge as a service to the city.
4. The Commission completed a project in 2006 to analyze the volume and quality of stormwater in the rural portions of the Baird Creek Watershed. The project has analyzed different land use models within the watershed to determine if there are low cost stormwater management practices that could be put into place in the *towns of Eaton and Humboldt*.
5. Commission staff has prepared the *Port of Green Bay Economic Impact Study* annually since 1994 at no charge.
6. The Bay-Lake RPC completed a *Port Opportunity Study for the Port of Green Bay* in 2005 at no charge that includes a detailed survey of the port users operational and expansion needs; detailed inventory of land and land uses adjacent to the federal navigation channel, identification of sites suitable for port development and identification of target industries.
7. The Bay-Lake RPC completed a *Modal Shift Study for the Port of Green Bay* in 2006. The study addresses the potential environmental impacts (in terms of fuel usage, fuel emissions, and highway and rail travel) if commodity movement to and from Green Bay shifted from the current water

mode to either rail or truck modes. Modal Shift Studies were also completed from 1997 to 2001. The Commission prepared all these plans at no charge to the county.

8. In 2006 and 2007, the Commission provided \$24,791 in services as a match for the village of Suamico Cost of Community Services Study WCMP grant.
9. In 2001, the Commission provided road pavement survey training to 11 Brown County communities.
10. In 2001, 2003, and 2005, the Commission conducted pavement surveys for the *town of Wrightstown*. In 2001, 2003, 2005 and 2007 the Commission conducted pavement surveys for the *towns of Green Bay and Holland* and will again in 2009. The Commission submitted the surveys to the Wisconsin Department of Transportation as required by s. 86.302 (2) Wisc. Stats. at no charge to the communities.
11. The Commission provided technical assistance and helped prepare an EDA pre-application for the business incubator facility at the Northeastern Wisconsin Technical College in 2004. The grant was awarded for **\$2,250,000** with an additional award of **\$250,000** as part of the 10% bonus for this project as a member of the Bay-Lake Economic Development District.
12. In 2003, Commission staff prepared a multi-jurisdictional Comprehensive Planning Grant application for the Town of Lawrence and Village of Hobart, which was funded in April 2004 in the amount of **\$36,000**. The Commission wrote that application at no charge as a service to the communities.
13. In 2008, the Commission provided more than **\$73,800** in planning services to Brown County.

<b>Brown County Grant Awards</b>				
<b>Written or Assisted by Bay-Lake Regional Planning Commission</b>				
<b>Year</b>	<b>Community</b>	<b>Project<sup>1</sup></b>	<b>Dollar Amount</b>	<b>Year Total</b>
2000	V. Pulaski	WisDOT TEA Grant-Industrail Park Improvments	326,500	
2000	V. Pulaski	CDBG - PFED Grant-Industrial Park Improvments	218,000	544,500
2001	Brown County	CDBG Grant ED; Ag. Env. Solutions	406,000	
2001	T. Hobart	CDBG - PFED; Grant & Admin.	256,000	
2001	ADVANCE	EDA Northern Network Trade Conference.	10,000	672,000
2002	T. Wrightstown	CDBG - PF; Sewer & Water Replacement & Admin.	200,000	200,000
2003	Brown County	CDBG - PFED Grant; Wayside Dairy	450,000	
2003	V. Pulaski	CDBG - PF Grant Writing	233,767	683,767
2004	ADVANCE	EDA Grant Writing Assistance	2,500,000	
2004	V. Hobart	WDOA Comprehensive Planning Grant	24,000	
2004	T. Lawrence	WDOA Comprehensive Planning Grant	12,000	2,536,000
2005	Brown County	Hazard Mitigation Plan	74,994	74,994
2008	Oneida Nation	Hazard Mitigation Plan	122,682	
2008	C. Green Bay	EPA Pharmaceutical Grant	25,000	147,682
<b>Total</b>				<b>\$4,858,943</b>
<b>Average</b>			<b>\$607,368</b>	

Source: Bay-Lake RPC, 2009.

<sup>1</sup> EDA = Economic Development Administration; CDBG = Community Development Block Grant; PF = Public Facilities; ED = Economic Development; PFED = Public Facilities for Economic Development; WDOA=Wis. Dept. of Administration

***D. Services Provided by Bay-Lake Regional Planning Commission***

- ◇ Ordinance Development
  - Zoning
  - Zoning Mapping
  - Subdivision/Land Division
  - Noise
  - Driveway
  - Adult Businesses
  - Animal
  - All-Terrain Vehicles
  - Water Conservation/Emergency Usage
  - Erosion and Stormwater Control
  - Design Review
  - Conservation Design Subdivision
  - Wind Turbine
  - Others
- ◇ Official Mapping
- ◇ Pavement Surveys
- ◇ Recreation Planning
- ◇ Comprehensive Plan Development
- ◇ Grant Seeking, Writing, and Administration
- ◇ Farmland Preservation Planning
- ◇ Hazard Mitigation Planning
- ◇ Transportation Corridor Planning
- ◇ Waterfront Planning
- ◇ Watershed Planning
- ◇ Economic Adjustment and Development Plans
- ◇ Source Water and Wellhead Protection Planning
- ◇ Greenprint Plans
- ◇ Climate Action Plans
- ◇ Conservation Plans
- ◇ Wildfire Planning
- ◇ GIS Modeling and Webmapping

**E. Regional Role in Brown County**

1. Bay-Lake RPC has focused on regional studies having an impact on Brown County communities, projects involving the use of technology to identify cost-savings for stormwater management as well as on hazard planning, grant writing and grant administration services.
2. Bay-Lake RPC annually prepares the *Comprehensive Economic Development Strategy* for the Bay-Lake Economic Development District, which maintains eligibility for Brown County applicants to apply for funds from the Economic Development Administration as well as potential *Economic Stimulus funding*.
3. The Bay-Lake RPC completed a *Regional Harbor Study* in 2004 for port and harbor communities in the Region. The study was developed with the assistance of the Brown County Port Director and includes detailed background information and inventories of port related land uses, dredging, commercial shipping, economic impacts, port authorities and planning activities, and recreational marinas.
4. The Bay-Lake RPC has had a Geographic Information System program for more than 20 years and is known statewide for its GIS expertise. The Commission has the capability to provide GIS mapping and analysis services in support of Brown County Planning activities.
5. The Commission is coordinating a multi-county, multi-regional aerial photography project for 2010 that will save the county on the cost of photography needed to coincide with the 2010 Census. This project follows up on the success of a coordinated multi-county, multi-regional aerial photography project for 2005 that saved Brown County approximately **25% or \$55,000** compared to costs if the county had done the project on its own. This effort received statewide recognition and a "Best of State" award as an outstanding example of regional cooperation in March of 2006. Additional regional partners refunded the county **\$2,700** for use of their photography.
6. The Commission has been and can provide staff assistance to the BCPC for special events or meetings, such as community nominal groups or for community presentations on environmental planning, transportation planning, economic development, grant-writing, and comprehensive planning.
7. The Commission provides sewer service area planning services for those areas served by the Green Bay Metropolitan Sewage District that are located *outside of* Brown County. The Commission is cooperating with the Green Bay Metropolitan Sewerage District to ensure consistency with the Bay-Lake RPC's regional plan, Brown County's Comprehensive Plan and the District's future plans, as required under s. 200.11 (1) (b) Wisconsin Statutes.
8. The Commission has begun work with the *Central Brown County Water Authority* to provide planning and mapping services for their service area which covers much of Brown and Manitowoc Counties. Both the Green Bay Water Utility and the CBCWA will need to prepare watershed-based water supply plans under rules the state is currently drafting. The Commission is



- uniquely qualified to help with these plans as both utilities draw water from outside Brown County.
9. The Commission has been working cooperatively with BCPC and ECWRPC on a transportation planning model for the US 41/141 corridor. The model is an multi-county planning model that includes the Fox Valley as well as Brown and Oconto Counties
  10. The Commission provides a forum that is authorized by state statutes for **intergovernmental cooperation** for member counties and other units of government in northeastern Wisconsin.
  11. The Commission is developing several key areawide projects that Brown County has a stake in and needs to be involved with: the *Regional Comprehensive Plan*, the *Regional Comprehensive Economic Development Strategy*, *Threatened and Endangered Habit Study*, and assistance to communities impacted by losses in the paper and wood industries.
  12. The Bay-Lake RPC continues to seek grants from Economic Development Administration, USDA, and other state and federal agencies to conduct an economic development study of the I-43 Corridor from Green Bay through Sheboygan County.
  13. As a partner with the Wisconsin Coastal Management Program, the Commission serves as a liaison to the Coastal Program and provides technical assistance on coastal issues to communities in Brown County.
  14. The Commission conducts research for the BCPC on land use planning and land use regulations.
  15. The Commission provides follow-up on implementation measures contained in comprehensive plans prepared by BCPC on such issues as economic development and land use regulations.
  16. The Commission is able to write and administer Community Development Block Grants for local units of government in Brown County for public works and economic development and can provide monitoring service of existing Brown County Community Development Block Grants to ensure compliance with state and federal laws.
  17. Bay-Lake RPC will provide technical assistance to BCPC on air quality conformity analysis of the county's long-range transportation plan and transportation improvement program, upon request of the BCPC.
  18. Through the development of its regional comprehensive plan, completed in November 2005, the Bay-Lake RPC has developed data on housing, population, natural resources and economic development at the county level for inclusion in county plans.
  19. The Bay-Lake RPC worked with Northeast Wisconsin Regional Economic Partnership (NEWREP) and the Bay Area and Fox Valley Workforce Development Boards on the development and implementation of the NEW Economic Opportunities Study. This effort recently received recognition as an outstanding example of regional cooperation.

## GRANT APPLICATION REVIEW

Department: Planning & Land Services Preparer: M. Hillmann for A. Schuette Date: July 16, 2009  
 Grant Title: Climate Showcase Communities Grantor Agency: Environmental Protection Agency (EPA)  
 Grant Period: January 2010 to January 2013 Grant # (if applicable): EPA-OAR-CPPD-09-08

Brief description of activities/items proposed under grant:

This program will assist local governments in developing plans, conducting demonstrations, and implementing projects that reduce greenhouse gas emissions while achieving additional environmental, economic, public health, and/or community benefits. Brown County will be partnering with Bay-Lake RPC on this grant, with Bay-Lake submitting the official application. Brown County will target two implementation projects if awarded this grant—solar hot water heat at the jail, and solar electric at Barkhausen.

**Jail project = 154,000 grant/76,400 match = 230,400**

**Barkhausen = 72,000 grant/36,000 match = 108,000**

Total Grant Amount: \$ 226,000 Yearly Grant Amount: \$ N/A Term of Grant: Up to 3 yrs

Is this a new grant or a continuation of an existing grant? ☒ New ☐ Continuation

If a continuation, how long have we received the grant? \_\_\_\_\_

Are the activities proposed under the grant mandated or statutorily required? ☐ Yes ☒ No

Will the grant fund new or existing positions? ☐ Yes ☒ No If yes, explain: \_\_\_\_\_

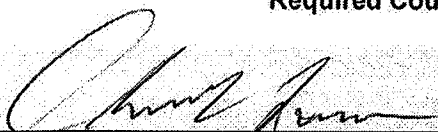
Are matching resources required? ☒ Yes ☐ No If so, what is the amount of the match \$ 112,400

How will it be met? \$36,000 will be requested as Park outlay and \$76,400 will be requested as Facility outlay during the 2011 Budget process.

Explain any ongoing cost to be assumed by the Cnty (ie, maint, software licenses, etc.): Facilities will be responsible for routine maintenance, and approximately \$2,000 will be budgeted each year for PMs and repairs.

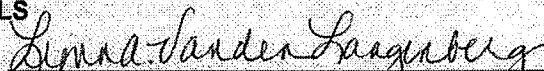
Explain any maintenance of efforts once the grant ends: (same as above)

<b>Budget Summary:</b>	Salaries:	_____
	Fringe Benefits:	_____
	Operation and Maintenance:	<u>\$2,000</u>
	Travel/Conference/Training:	_____
	Contracted Services:	_____
	Outlay:	<u>\$336,400</u>
	Other (list):	_____
	<b>Total Expenditures:</b>	<u>\$338,400</u>
	<b>Total Revenues:</b>	<u>\$226,000</u>
	<b>Required County Funds:</b>	<u>\$112,400</u>

  
 Signature of Department Head

Date: 7/20/09

## APPROVALS

  
 Signature of Director of Administration

Date: 7/20/09

PLANNING COMMISSION

Brown County



305 E. WALNUT STREET, ROOM 320  
P.O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600

CHUCK LAMINE, AICP

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PLANNING DIRECTOR

MEMORANDUM

DATE: July 22, 2009

TO: Planning, Development & Transportation Committee

FROM: Chuck Lamine, Planning Director 

RE: Brown County Planning Commission Accomplishments and Services

This memorandum is being provided in response to a recent request from Supervisor Erickson for information regarding major accomplishments and services provided by the Brown County Planning Commission (BCPC). While not an exhaustive list, it is intended to provide you with a description of several of our services and examples of many of our accomplishments. I have organized this report into the following major planning categories:

- Long Range Planning
- Transportation Planning
- Economic Development
- Land Use Planning
- Land Records Management
- Local Assistance Planning

**Long Range Planning for Brown County**

*Brown County Comprehensive Plan*

In compliance with the Wisconsin Comprehensive Planning Law, The Brown County Comprehensive Plan was adopted by the Brown County Board in 2004. This plan was developed by the BCPC staff and was funded with a Wisconsin Comprehensive Planning Grant in the amount of \$306,000. Examples of decision making associated with this planning effort include development of the Eastern Arterial (CTH EA), in the City of Green Bay and Village of Bellevue, progress on the Southern Bridge and arterial for the City of De Pere, Villages of Hobart and Bellevue, and the Towns of Lawrence and Ledgeview. The Brown County Comprehensive Plan was completed by in-house staff rather than hiring an outside consultant. As a comparison, the City of Green Bay contracted with a consultant to complete its comprehensive plan at a cost exceeding \$400,000.

*Brown County Open Space and Recreation Plan*

BCPC staff completed the Brown County Open Space and Recreation Plan in 2008. BCPC staff was successful in getting a \$30,000 Coastal Management Grant to help fund the planning effort. In addition to coordinating capital investment decisions, completion of this study maintains Brown County's eligibility for state and federal open space and recreation grants.

### *Brown County Sewage Plan*

In compliance with state and federal laws, the BCPC developed and manages the Brown County Sewage Plan. Funding for this effort is through an annual grant from the Wisconsin Department Natural Resources averaging \$35,000 per year. The intent of this plan is to promote the cost effective extension of the sewer system in Brown County as well as the preservation of environmentally sensitive areas to preserve water quality and protect habitat.

### *Brown County Strategic Facility Master Plan*

BCPC staff has been working with staff of the Brown County Parks and Facility Management Department to develop a Strategic Facilities Master Plan to enable the development of cost-effective county facilities that best serve the needs of the public.

### *Energy Conservation Planning*

BCPC Staff has assisted with the creation of strategies to reduce Brown County's consumption of non-renewable energy resources by 25% by the year 2025. For example, BCPC staff recently completed a strategy for using a \$620,000 Energy Efficiency Conservation Block Grant from the US Department of Energy. This grant will be used to fund energy conservation projects for Brown County facilities including the installation of photo-voltaic solar energy panels on buildings and small wind turbines to generate electricity for county facilities. The grant will also be used to investigate developing a large wind turbine farm on vacant county-owned lands in southern Brown County.

### *Waterfront Development Plan*

In 2009, BCPC staff applied for and was awarded a grant from the Wisconsin Coastal Management Program in the amount of \$29,960 to complete a Waterfront Development Plan. This plan is intended to coordinate waterfront planning efforts between Brown County, the Cities of De Pere and Green Bay, and the Villages of Ashwaubenon and Allouez. The plan will address development issues and assist in avoiding conflicts between the Fox River's status as a working river and active port and pressures for additional recreational, commercial, and residential development.

### *Stormwater Management Planning*

BCPC staff has coordinated Brown County's efforts to comply with State and Federal stormwater management requirements. These requirements impact all Brown County facilities and most extensively the Brown County Highway Department. BCPC staff assistance has helped to minimize the cost of private consultants.

### **Transportation Planning**

BCPC staff coordinates transportation planning efforts between local municipalities, the Brown County Highway Department, Green Bay Metro, and the state and federal governments. Annual transportation planning grants (\$183,375 in 2009) are received to fund this effort. Examples of transportation planning efforts include the development of a Coordinated Public Transit-Human Services Transportation Plan for Brown County and planning assistance to requesting communities and agencies, Green Bay Metro, WisDOT, and the federal government. BCPC staff also recently applied for and received a \$15,000 grant to complete the Howard-Suamico Safe Routes to School Plan. Another example of savings associated with transportation planning assistance is our work on the Southern Bridge and Arterials Environmental Impact Statement, which has been estimated to cost approximately \$1 million if completed by a private consultant.

### *Transportation Improvement Program (TIP)*

BCPC staff facilitates the distribution of state and federal transportation funds for transportation improvements. Staff of the BCPC is responsible for the development of the annual Transportation Improvement Program (TIP) which will enable over \$315 million dollars in Federal Transportation Grants to be spent on transportation projects in the urbanized area of Brown County in the four year period between 2009-2012.

The BCPC allocates Surface Transportation Program – Urban (STP-U) funds to specific projects (approximately \$2.6 million dollars every other year). Examples of recently funded projects include:

- \$3,000,000 for Military Avenue improvements from Langlade to West Mason in the City of Green Bay.
- \$1,505,000 for Scheuring Road (CTH F) from American Blvd to Patriot Way in the City of De Pere.
- \$904,000 for Eaton Road (CTH JJ) from Manitowoc Rd to Eastern Arterial in the Village of Bellevue.
- \$902,000 for Glendale Avenue from Evergreen to Spring Green in the Village of Howard.
- \$461,000 for Libal Street from City of Green Bay limits to Kalb and VandeHei to Lebrun in the Village of Allouez.

### *Transportation Enhancement (TE) Program*

Every two years staff of the BCPC facilitates the prioritization and recommendations for funding of Transportation Enhancement grant applications. Examples of past-funded projects include:

- Chicago & Northwestern Passenger Depot Project (Tiletown Brewery) - \$350,000
- Fox River Trail (initial development) - \$395,600
- Mountain Bay Trail - \$292,800
- Broadway Reconstruction and Beautification Project - \$223,052
- National Railroad Museum – Exhibit Space - \$290,250
- East River Bicycle & Pedestrian Trail – Phase I - \$163,000
- East River Bicycle & Pedestrian Trail – Phase II - \$81,760
- East River Trail Extension - \$229,312
- Grant Street De Pere Bicycle & Pedestrian Corridor - \$413,500

### *Green Bay Metro*

The following are examples of BCPC staff assistance to Green Bay Metro for transit planning:

- Assisting in obtaining federal transit operating funding, which leads to approximately \$2,500,000 annually to offset the cost of mass transit to Green Bay, De Pere, Allouez, Ashwaubenon, Bellevue, and the Oneida Tribe of Indians.
- Assisting in the coordination of federal capital funding in an effort to acquire buses, a new farebox system, AVL technology, security enhancements, and other equipment.
- Writing, updating, and implementing the five-year Transit Development Plan (TDP).
- Ongoing bus route monitoring and performance evaluations.
- Providing oversight and guidance regarding the creation of a Regional Transportation Authority (RTA).
- Developing two-hub system concept plan.
- Developing and continuing to maintain the Google Transit bus trip planning system.
- Request for Proposal (RFP) development and provider selection for Metro's elderly and disabled transportation service.
- Compliance issues (Title IV, NTD, ADA, Triennial Reviews, Management Audits, etc.)

*American Recovery and Reinvestment Act (ARRA) of 2009 (aka Federal Stimulus Funding)*

The following are examples of BCPC staff assistance in receiving federal stimulus funding for Brown County projects:

Project Sponsor	Project Description	Amount
Brown County Highway Commission	CTH EB from Woodale Avenue to Lineville Road	\$683,855
Brown County Highway Commission	CTH I from CTH A to Bay Settlement Road	\$412,418
City of Green Bay	Manitowoc Rd from Main St Access to Greenbrier Rd	\$810,447
City of De Pere	Jordon Road from Merrill St to O'Keefe Road	\$218,940
Brown County Parks Department	Fox River Trail paving from Rockland Rd to Midway Rd	\$269,985
Village of Bellevue	Verlin Rd from Main St to Bellevue St - Sidewalk & Bike Lanes	\$595,320
Green Bay Metro **	Four 35' Buses	\$1,440,000
Green Bay Metro **	Farebox System Upgrade	\$720,000
Green Bay Metro **	AVL/Security Systems	\$500,000
Green Bay Metro **	Support Vehicles (Hybrid)	\$105,000
Green Bay Metro **	Miscellaneous Equipment	\$75,000
Green Bay Metro **	Radio Equipment	\$60,000
Fox River Navigation System Authority	Restore 10 Lock Keeper's Residences - one in De Pere	\$115,100
Austin Straubel International Airport	Rehabilitation of Runway 18-36	\$2,672,275
<b>Total ARRA Funding:</b>		<b>\$8,678,340</b>

## **Economic Development**

### *Wisconsin Community Development Block Grant – Economic Development (CDBG-ED)*

BCPC staff prepare and administer the Wisconsin Community Development Block Grant – Economic Development (CDBG-ED) for economic development loans to Brown County businesses. In the past 20 years, 15 CDBG-ED grants have been administered for a total of \$8,244,000 dollars, which leveraged \$274,685,000 in private investment. An estimated 2,861 jobs were created or retained in Brown County. Examples of businesses assisted include APAC Customer Services, Coating Excellence International, Georgia Pacific, Co., Salm Partners, and Procter & Gamble, Co. The BCPC receives \$6,000 per grant for administrative expenses.

### *Brown County Economic Development Revolving Loan Fund Program*

BCPC staff prepare and administer the Brown County Economic Development Revolving Loan Fund Program (BCERLF) for economic development loans to Brown County businesses. In the past 20 years, 21 BCERLF loans have been funded for a total of \$2,878,000 dollars, which leveraged \$23,231,099 in private investment. An estimated 390 jobs were created or retained in Brown County. Examples of businesses assisted include Famis, Inc., ARMS, Inc, Coating Excellence International, Krueger Sentry Gauge, G&B Manufacturing, Animal Food Services, and Arrow Concrete, Inc.

### *EPA Brownfield Assessment Grant*

BCPC staff applied for and received \$400,000 in EPA Brownfield Assessment Grants. These funds can be used by property owners to pay for an environmental assessment of property for contamination. Completion of this evaluation can result in additional state and federal site cleanup funds. This program is intended to encourage development of sites that are determined to not be contaminated and to clean contaminated sites in order for them to become viable properties for development resulting in job creation, generation of tax base, and blight removal.

### *Miscellaneous Economic Development Assistance*

On a routine basis, staff of the BCPC has provided assistance to businesses and non-profit entities in making location decisions. Examples include the YMCA, Bellin College of Nursing, and the VA Clinic. Analysis assistance has included transportation, land information, environmental conditions, and market. Additionally, BCPC staff has provided planning assistance to communities in developing business and industrial parks, as well as community commercial centers.

## **Land Use Planning**

### *Subdivision Ordinance Administration*

Under Brown County Code Chapter 21 – Subdivisions, staff of the BCPC is responsible for administration of all land divisions within Brown County. The BCPC has averaged 160 Certified Survey Maps (CSMs) creating 225 lots, 18 subdivisions creating 500 lots, and 50 combination CSMs per year. Additionally BCPC staff assisted the Cities of Green Bay and De Pere with an average of 25 CSMs and 9 subdivisions per year.

### *Lily Lake Study*

Over the past three years BCPC staff have applied for and received WDNR Lake Grants of \$34,000 to study Lily Lake in the Town of Eaton. Brown County has a county park on the majority of the land adjacent to this lake. The study included an analysis of the overall lake health in terms of water quality, fish habitat, invasive species, and water clarity. Neighboring land use impacts were analyzed and recommendations for improvements were made as well.

## Land Records Management

The LIO provides a number of services that have proven valuable to the citizens of Brown County. One major program area is the administration of the county's Geographic Information Systems (GIS). Through GIS, the LIO provides information and tools that greatly increases efficiency and improves public service. The LIO provides a groundswell of information to a host of users including Public Safety, Emergency Management, Planning and Land Services, Land Conservation, Register of Deeds, District Attorney, Highway, Airport, Clerk, Treasurer, Facilities & Parks, other units of government, many private businesses, and the public. The fundamental purpose of the Land Information Program involves:

- **Increasing Efficiency:** Many common day-to-day tasks that previously consumed hours, days, or even weeks of county staff time can now be done in minutes using GIS methods.
- **Avoiding Cost:** Efficiency gains offered by GIS allow existing staff to administer programs at less cost, and to even take on more duties without adding new staff. Three full-time positions in the Planning and Land Conservation Departments have been eliminated over the last few years largely because GIS enabled staff to operate more efficiently.
- **Meeting new requirements and expectations:** Many modern-day functions can be carried out only with the aid of GIS. One example is locating 911 callers who use a cell phone. Public Safety's Computer Aided Dispatch software utilizes the county's GIS database because GIS is uniquely qualified to place GPS map coordinates of the caller in context with police, fire and EMS jurisdictions and to quickly enable response recommendations to be made. Emergency responders have increasingly relied on GIS to quickly find locations within the county and view nearby streets, addresses, hazardous substances, schools, population data, and more.
- **Eliminating duplication of effort:** Using GIS, the LIO combines land records and maps into a single, integrated, central database. Every day, hundreds of users connect to this central GIS database to gather current information. The GIS serves the needs of many people without making duplicate copies of maps and records across multiple departments. This is a vast improvement over the unwieldy, paper-copy intensive, departmentalized system of the past.
- **Helping to make better decisions:** More accurate information and faster and more flexible analysis capabilities help improve the decision-making process and overall organizational effectiveness. Staff can rapidly integrate combinations of maps and data. GIS tools allow for massive amounts of data to be quickly turned into information that can be analyzed and effectively communicated to people in the form of easy-to-use maps, charts, reports and graphics.

## Local Assistance Planning

### *Municipal Comprehensive Plans*

From 2001 to 2008 BCPC Staff applied for and received Wisconsin Comprehensive Planning Grants in the amount of \$250,000 matched by \$182,000 in municipal funds to complete comprehensive plans for all but four of the communities in Brown County. These plans were completed in compliance with state of Wisconsin mandates of the Wisconsin Comprehensive Planning Law. These plans were completed on a contract basis. BCPC staff is presently assisting the City of De Pere in updating its Comprehensive Plan for a contracted amount of \$12,800.



### *Local Assistance Contracts*

BCPC Staff provides local assistance planning services to the Villages of Pulaski, Wrightstown, and Denmark as well as the Town of Ledgeview. These services include zoning administration, staff reports to the community planning commissions and boards, attending meetings for reports and recommendations, site plan reviews and subdivision reviews. In 2009 local assistance contracts totaled approximately \$35,000 in revenue.

CL:ll

cc: Tom Hinz, Brown County Executive

**STAFF REPORT TO THE  
BROWN COUNTY BOARD OF SUPERVISORS  
PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

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**Progress on the  
CTH GV Reconstruction Project Study**

Brown County Planning Commission and Highway Department  
July 27, 2009

The following tasks were completed between June 15 and July 20, 2009, for the CTH GV Reconstruction Project Study:

**Examine the land uses that are planned for the project corridor.**

- Brown County Planning Commission (BCPC) staff is continuing its examination of the area's land use plans to estimate future traffic volumes, trip origins, and trip destinations.

**Identify the amount of developable land for each parcel along the project corridor.**

- BCPC staff continues to work with the communities to complete this task.

**Use the developable land, planned land use, and other information to calculate appropriate assessments for property owners along the project corridor.**

- The Village of Bellevue has addressed its assessment policy, and the Town of Ledgeview is expected to address its policy during its 2010 budget development process.

**Identify the sections of CTH GV that require patching or other spot improvements prior to the reconstruction project.**

- The Highway Department is in the process of identifying and fixing sections of CTH GV that require patching or other spot improvements.

**Proceed with right-of-way acquisition and utility installation along the east side of the CTH GV corridor and around the CTH G intersection.**

- The Highway Department will begin this work in the summer of 2009.

**Identify the likely location of a new Fox River bridge and street/highway corridor through the Environmental Impact Statement (EIS) process.**

- BCPC staff recently met with representatives of the Wisconsin DOT and Federal Highway Administration to present the first draft of a street/highway location screening report. Once the report is finished and a recommended set of alternatives is prepared, BCPC staff will present the information to representatives of the state and federal cooperating agencies, the EIS Steering Committee, and the public.

**Apply for and receive the necessary permits from the appropriate state and federal environmental agencies.**

- The Brown County Highway Department will apply for the permits as the highway is being designed.

**Determine if the reconstructed highway should be four lanes or if another design would be more appropriate.**

- This task will be completed at the end of the study.

**Monitor the progress of the FEMA floodway/floodplain mapping project and use this information to finalize the highway's design.**

- Staff will continue to monitor the project and use the information to finalize the highway's design.

A chart showing staff's progress between June 15 and July 20, 2009, is attached to this report.

# Status of CTH GV Reconstruction Project Study Tasks: July 27, 2009

Status	Task	Responsible Parties	March 2009	April 2009	May 2009	June 2009	July 2009	August 2009	Sept. 2009	Oct. 2009	Nov. 2009	Dec. 2009	Jan. 2010
Completed	Receive written postponement agreements from Bellevue and Ledgeview.	BCPC, Bellevue, & Ledgeview											
Completed	Consult with WisDOT concerning use of CTH GV as detour during STH 172 project.	BCPC & BC Highway											
In Progress	Examine the land uses planned for CTH GV corridor.	BCPC, Bellevue, & Ledgeview											
In Progress	Identify the amount of developable land for each parcel along CTH GV corridor.	BCPC, Bellevue, & Ledgeview											
In Progress	Calculate appropriate assessments for property owners along CTH GV corridor.	Bellevue & Ledgeview											
In Progress	Identify sections of CTH GV that require patching or other spot improvements.	BC Highway											
Starting Soon	Proceed with ROW acquisition and utility installation.	BC Highway											
In Progress	Identify likely location of new Fox River bridge & street/highway corridor through EIS process.	BCPC											
Starting Soon	Apply for and receive permits from state and federal environmental agencies.	BC Highway											
At End of Study	Determine if design of CTH GV should continue to be four lanes.	BCPC, BC Highway, Bellevue, & Ledgeview											
At End of Study	Use completed FEMA floodway/floodplain maps to finalize design of CTH GV.	BC Highway											